

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

9/13/55

I certify that I have received the following Government property for official use:  
~~returned~~

Parking Pass with sticker #88

RETURNED

Parking Pass with Sticker #19

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

FILE  
3-M

Very truly yours,

J. A. Sizoo

139

CC-5a

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

9-14-55

I certify that I have ~~received~~ the following Government property for official use:  
returned

Manual of Rules and Regulations #9

Manual of Instructions #5815

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

NOT RECORDED-3

FILE  
3-M

PER *jt*

Very truly yours,

*Joseph A. Sizoo*  
Joseph A. Sizoo



## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. L. V. BOARDMAN

DATE: April 28, 1958

FROM : MR. A. H. BELMONT

cc Mr. Boardman  
Mr. Belmont

SUBJECT:

AVAILABILITY OF BUREAU OFFICIALS

ADMINISTRATIVE

Tolson	_____
Boardman	_____
Belmont	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
Clayton	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

Reference is made to the Director's comment concerning the need for his being able to reach Bureau officials in an emergency and particularly to his efforts to reach Belmont, Sizoo and Roach on Saturday morning.

At the time of the Director's call Saturday morning, I was en route to Catholic University and the Bureau operator, on communicating with my home, was provided the telephone number and extension where I could be reached upon my arrival there. Shortly after my arrival there I talked to the Supervisor on duty in my office [redacted] and ascertained the nature of the Director's call, went over the action which was already being taken by the Supervisor, and called the Director to advise him of the developments at that point. Sizoo has advised me that he was assisting on a Parent Teacher Association work project at a neighborhood elementary school approximately a mile from his residence; that his wife immediately drove over and picked him up and he talked with the Supervisor on duty within a matter of minutes after the Director had talked to the Supervisor. He outlined in general terms the action which should be taken and kept in touch with Supervisor [redacted] on developments. Roach has advised me that he was at his residence during the pertinent period Saturday morning, but it is entirely possible that his telephone might have been in use although not for any great length of time.

We in this Division are well aware of the importance of being in such a position that we can be reached immediately by telephone whenever possible. We will make every effort to be available by phone at all times and will, in the future, in addition to leaving advice with our families how we can be reached when it is necessary to be away from home, also call the Bureau switchboard in order that the operators may also know where we are.

Mr. Tolson took this matter up at Executive Conference this morning and vigorously pointed out to all members of the conference that it is essential that the Director be able to reach Bureau officials at all times and that when it is necessary for Bureau officials to be temporarily absent or unavailable, information must be readily available as to how they can be reached. I am sure that all Bureau officials clearly understand the Director's desires in this connection.

JAS:td (9)

RECORDED - 34  
67-80001-5227  
SEARCHED  
INDEXED  
MAY 1 1958  
FEDERAL BUREAU OF INVESTIGATION

b6

1. Agency and organizational designations <b>F.B.I., U.S. Dept. of Justice</b>				2. Pay period <b>D</b>		3. Block No.		4. Slip No.	
5. Employee's name (and social security account number when appropriate) <b>08868 MR. JOSEPH A. SIZOO</b>				6. Grade and salary <b>Inspector GS 16 \$13,515</b>					
<b>PAY ROLL CHANGE DATA</b>									
	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	BOND	F. I. C. A.	NET PAY
7. Previous normal									
8. New normal									
9. Pay this period									
10. Remarks:  <b>41 MAY 23 1958</b>						11. Appropriation(s)  <b>(4)</b>		12. Prepared by	
								13. Audited by	
<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase									
14. Effective date <b>6-1-58</b>	15. Date last equivalent increase <b>12-2-56</b>	16. Old salary rate <b>\$13,330</b>	17. New salary rate <b>\$13,515</b>	18. Performance rating is satisfactory or better.  <b>1.00</b> <b>W. J. Jones</b> (Signature or other authentication)					
19. LWOP data (Fill in appropriate spaces covering LWOP during following period(s)) Period(s):				(Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period. <b>NA/KRV</b> Initials of Clerk					
<input checked="" type="checkbox"/> No excess LWOP. Total excess LWOP _____									

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. L. V. Boardman *for 3/22/58*

DATE: February 28, 1958

FROM : Mr. A. H. Belmont *AH*SUBJECT: JUNIUS IRVING SCALES  
INTERNAL SECURITY - C  
SMITH ACT OF 1940 *J. A. Sizoo*

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

Following the original conviction of Julius Scales under the membership provision of the Smith Act, the Supreme Court, on June 3, 1957, remanded the case for a new trial on the basis of the Jencks decision in that during the original trial the judge refused to turn over to defense counsel reports made to the FBI by several Government witnesses.

On February 3, 1958, the retrial of Scales commenced in the U. S. District Court at Greensboro, North Carolina. This retrial was considered of utmost importance by the Department since the case had been chosen as the vehicle to secure a ruling from the Supreme Court on the constitutionality of the membership provision of the Smith Act. Accordingly, it was imperative that every effort be made to avoid any situations which might constitute reversible error and allow the Supreme Court to again remand the case without ruling on the constitutionality issue. The retrial lasted almost three weeks and ended on February 21, 1958, with a guilty verdict following which Scales was sentenced to six years in prison.

By memorandum February 25, 1958, SAC Chiles, Charlotte, submitted the following recommendations:

(1) SA Rufus H. Powell - Incentive Award of \$200

The Domestic Intelligence Division concurs in this recommendation. SA Powell was assigned to sit at the counsel table during the Scales retrial and from January 11, 1958, to the conclusion of the case, Powell worked closely with the Government attorneys assigned to prosecute the case. Powell's duties consisted of locating the numerous exhibits necessary at the trial; lining up interviews with potential witnesses; handling the hundreds of informant reports and other Bureau records utilized at the trial and maintaining constant alertness to assure

100-11592

1 - Boardman

1 - Administrative Division

1 - Belmont

1 - Baumgardner

FJB:page

(5)

Enclosure

RECORDED

67-212690-157

ADDENDUM OF ADM DIVISION  
 ON PAGE 40

3-198

Memorandum for Mr. Boardman  
RE: JUNIUS IRVING SCALES  
100-11592.

that the Bureau's interests were properly protected at all times. During this entire period SA Powell worked long hours including Saturdays and Sundays and on February 19, 1958, following a complicated ruling by the trial judge, SA Powell along with SA Carmon Stuart worked uninterruptedly for 36 hours to perform the necessary work to comply with the judge's order. At the conclusion of the trial, Judge Bryan called SA Powell to his chambers and commended the FBI, particularly concerning the outstanding performance of SA Powell in complying with the judge's various orders. Judge Bryan told SA Powell that Director Hoover and the FBI were to be congratulated for their diligence in carrying out this order and the FBI demonstrated to all parties in the case its complete impartiality toward the end that justice be done. The judge recognized the fact that his order of February 19, 1958, placed a great burden on the FBI and its personnel. It is apparent that SA Powell carried out a most complicated and delicate assignment in excellent fashion.

(2) SA Carmon J. Stuart - Letter of Commendation

The Domestic Intelligence Division concurs in this recommendation. In addition to the 36 hours of uninterrupted work performed by SA Powell and SA Stuart, SA Stuart also handled one of the most important witnesses and formulated a plan adopted by Government attorneys which succeeded in keeping the identity of Bureau informant TT-1 from coming out during the testimony of [ ] SA Stuart was included in Judge Bryan's comments to SA Powell.

(3) SA Richard L. Kesler - Letter of Commendation

The Domestic Intelligence Division concurs in this recommendation. In the absence of the SAC, SA Kesler, being thoroughly familiar with the ramifications of this complicated case, furnished guidance and assistance to SA Powell in carrying out his assignment.

Memorandum for Mr. Boardman  
RE: JUNIUS IRVING SCALES  
100-11592

### SEAT OF GOVERNMENT PERSONNEL

The Domestic Intelligence Division also recommends that the following Seat of Government personnel be commended in connection with this case.

- (1) Supervisor E. F. Dooley, Internal Security Section, who supervised all phases of the investigation and prosecution of Scales. SA Dooley directed the preparations for the retrial and handled the numerous complicated problems which arose on a daily basis, primarily regarding the application of the Jencks decision and the Jencks law, it being noted that this was the first Smith Act trial since the passage of the Jencks law. SA Dooley's effective supervision is demonstrated by the successful conclusion of the case and was of an outstanding nature.
- (2) [redacted] and [redacted] These employees serve as secretary and clerk, respectively, in the unit which supervised the case. They made substantial contributions in handling the extremely heavy and complicated clerical and secretarial functions connected with the preparation for and the actual retrial of Scales.

**RECOMMENDATION:**

That this memorandum and the attached letter from the Charlotte Office be routed to the Administrative Division for appropriate handling.

21/12/2016

Over

ADDENDUM: A. H. Belmont - March 1, 1958

In addition to the above recommendations, I also recommend that letters of commendation be directed to Inspector J. A. Sizoo and Section Chief F. J. Baumgardner, who were called upon during the preparation for the retrial and the actual retrial to hold frequent conferences with the Department and various field offices in order to quickly and correctly resolve many problems affecting the Bureau's interests and the successful conclusion of this case. I feel that the prompt resolving of these problems and the proper guidance issued by Messrs. Sizoo and Baumgardner to the field and to the supervisor handling this case is worthy of commendation.

AHB:jdd

*Q*  
*gmn*  
*Hra*

Over  
↓ ↓  
(OVER)

ADDENDUM: 3-4-58, CRD:jp

The exceptionally fine work performed by SA Powell of the Charlotte Office during the trial of Deales certainly appears to justify an Incentive Award. He operated under most trying conditions and the demands upon him obviously were extremely heavy. He met all of the challenges in a highly exemplary manner and was strongly praised for his outstanding performance. According to the approved table utilized in determining the amount of award to be given in cases of this nature, it is felt that his performance has been of moderate value and broad application thus entitling him to an award of between \$150.00 and \$300.00.

BUREAU RECORD OF SA POWELL:

EOD 7-14-41, GS-13, \$9635., Senior Resident Agent, Durham, North Carolina. During the last three years he has been censured on three occasions, last time being 2-21-56. During same period has been commended once by the Director and twice through his SAC. 3-31-57 annual performance rating was Excellent. Daily overtime average in January was 5 hours 29 minutes, and during 5 of preceeding 6 months daily overtime average was in excess of 3 hours.

RECOMMENDATIONS:

1. That SA Rufus H. Powell be approved for a cash award of \$200.00 for his outstanding work in this case (amount is consistent with awards for similar performances in the past).

*James  
3/1*

*✓ Authorization Award 2 agree  
- 58  
3- RH: per ERE  
3/5*

2. That SAs Carmon J. Stuart and Richard L. Kesler of the Charlotte Division be commended for their major contributions in this case.

*James  
3/1*

*✓ Letters of Commendation 2 agree  
- 58  
3- RH: cont ERE  
3/5*

3. The following SOG employees also be commended for the major contributions made by them: Supervisor E. F. Dooley Secretary  and Clerk  Section Chief F. J. Baumgardner and Inspector J. A. Sizoo.

*James  
3/1*

*✓ Letters of Commendation 2 agree  
- 58  
3- RH: Koy, ylt and ERE  
3/5*

PERMANENT BRIEF OF FILE OF POWELL IS ATTACHED.



UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to

File No.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

RE: SA

Joseph A. Sizoo  
(type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Dorothy T. Sizoo Relationship Wife Date March 10, 1958  
Address 3400 No. Perry St., Arlington, Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name Dorothy T. Sizoo Relationship Wife Date March 10, 1958  
Address 3400 No. Perry St., Arlington, Va.

9 MAR 12 1958  
9 MAR 11 1958

Very truly yours,

Joseph A. Sizoo  
Special Agent



*Office Memorandum* • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: February 19, 1958

FROM : A. H. BELMONT *AW*

SUBJECT: JOSEPH A. SIZOO

ATTITUDE

The purpose of this memorandum is to report that the captioned employee reported for work on 2-18-58, notwithstanding the extremely hazardous travel conditions. In accordance with the Director's instructions this is to be made a matter of record in the employee's personnel file and considered as a COMMENDATION.

On Saturday, 2-15-58, the Washington, D. C., area was blanketed by fourteen inches of snow as a result of a storm which the Weather Bureau termed the worst that has struck this area in twenty-two years. Thereafter, high winds and near zero temperatures set in for several days making travel conditions extremely hazardous.

On Monday, 2-17-58, in recognition of the hardships and hazards that Federal Government employees would face in coming to work, a White House announcement was made encouraging such employees to stay home and take a day of annual leave. During the late afternoon of 2-17-58, a further official announcement emanated from the White House instructing that all Government employees who were not considered essential would be excused from work on 2-18-58 on Administrative Leave.

The captioned employee considered his work and his services to the FBI so essential that in spite of the foregoing announcement he took it upon himself to come to work and perform his regularly assigned duties. This is considered a highly exemplary attitude on the part of this employee and his actions in this instance certainly demonstrate his devotion to duty and the fact that he places his employment with the FBI above his personal convenience.

RECOMMENDATION:

That this memorandum be placed in the employee's personnel file.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. L. V. Boardman *10-25-57*

DATE: October 18, 1957

FROM : A. H. Belmont *10/18/57*SUBJECT: UNITED STATES v. [redacted] et al.  
SMITH ACT CONSPIRACY RETRIAL - LOS ANGELES

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

b6  
b7D

*J. H. A. Siz*  
 The preparation of material for the Director's use at the conference with the Attorney General today in connection with captioned matter was assigned to Supervisor E. B. Reddy of Internal Security Section. Attached is memorandum of explanation by Mr. Reddy for his failure to include in this material background data concerning Confidential Informant [redacted]

For your information, Mr. Reddy is one of the top experienced supervisors in the Internal Security Section. As Supervisor-in-Charge of Smith Act Desk, he has handled a number of highly complicated Smith Act cases from their inception to their conclusion. In this connection he has assumed responsibility for preparing all facets of these cases including gathering of admissible evidence and lining up witnesses in order to insure eventual success in trials of these complicated cases. Representative of his work is fact he was commended 8/17/54 and 4/10/56 for capable supervision of Smith Act cases. On 6/15/55 he received Incentive Award of \$225 in recognition of outstanding manner in which he supervised Smith Act investigation and trial of Communist Party functionaries in Denver.

This supervisor has demonstrated in the past the ability to handle delicate and complicated assignments. He prepared brief on Communist Party attacks against Government witnesses on 12/5/56. He was in charge of preparing the Jencks brief on 6/7/57 which required correlation of data submitted by two other divisions in the Bureau and which involved technical and complex presentation, demanding work under intensive pressure for considerable periods of time. He contributed substantially to brief concerning prosecutions in the security field 7/2/57, principal portion of which related to Smith Act prosecutions.

- 1 - Mr. L. V. Boardman  
 1 - Mr. A. H. Belmont

AHB:hif

(9) *10/18/57*

Enclosure

RECORDED - 150

*10/22/57*  
*Boardman*  
*Belmont*  
*Reddy*  
 57-116320-253  
 OCT 22 1957

*3/2/58*

DIV.

DIV.

[illegible]

[illegible]

DIV.

ACC. SICK 43-3-30 ADV. SICK

DAY OF NO	JANUARY			FEBRUARY			MARCH			APRIL			MAY			JUNE			JULY			AUGUST			SEPTEMBER			OCTOBER			NOVEMBER			DECEMBER		
	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.	D.	H.	M.			
1																																				
2																																				
3																																				
4																																				
5																																				
6																																				
7																																				
8																																				
9																																				
10																																				
11																																				
12																																				
13																																				
14																																				
15																																				
16																																				
17																																				
18																																				
19																																				
20																																				
21																																				
22																																				
23																																				
24																																				
25																																				
26																																				
27																																				

DEPT OF JUSTICE 67-C-80718

DIV.

ACC. SICK 28-3-30 ADV. SICK

[illegible]





EMPLOYEE **Sizoo, Joseph. A.** EOD **7-10-35** DIV. **Philadelphia** **6-1-45**

ACC. ANN. **90-0** ACC. SICK **90-0** ADV. SICK

ACCURED ANN. **89-3** **91-3**  
ACCURED SICK **90-0**

DAY OF MO.	JAN		FEB		MAR		APR		MAY		JUNE		DAY OF MO.	JULY		AUG		SEPT		OCT		NOV		DEC		DAY OF MO.
	D	H	D	H	D	H	D	H	D	H	D	H		D	H	D	H	D	H	D	H	D	H	D	H	
1													1												1	
2													2												2	
3													3												3	
4													4												4	
5													5												5	
6													6												6	
7													7												7	
8													8												8	
9													9												9	
10													10												10	
11													11												11	
12													12												12	
13													13												13	
14													14												14	
15													15												15	
16													16												16	
17													17												17	
18													18												18	
19													19												19	
20													20												20	
21													21												21	
22													22												22	
23													23												23	
24													24												24	
25													25												25	
26													26												26	
27													27												27	
28													28												28	
29													29												29	
30													30												30	
31													31												31	
ACCURED													AS	5	5										A	
													S												S	
													WP												WP	

PRINTED IN U. S. A. BY **Index COMPANY, JAMESTOWN, N. Y.** 97-J-C-9033-8 P

**Calendar Year 1947**

LWOP SUSP.

No. of days \_\_\_\_\_

Annual lost \_\_\_\_\_

Sick lost \_\_\_\_\_

ANNUAL

As of 1-1-47 **90-0 90-0**

Current Acc. **14-4 11-4**

Total **104-4 101-4**

Leave lost \_\_\_\_\_

Balance \_\_\_\_\_

Total taken **14-4 8-4**

Balance 1-1-48 **90 090-0 (930)**

(amt. lost) **3-0**

SICK

As of 1-1-47 **90-0**

Current Acc. **2-2**

Total \_\_\_\_\_

Leave lost \_\_\_\_\_

Balance \_\_\_\_\_

Total taken **2-2**

Balance 1-1-48 **90-0**

ACC. ANN. **90-0** ACC. SICK **90-0** ADV. SICK

ACCURED ANN. **102-0** **90-0**

DAY OF MO.	JAN		FEB		MAR		APR		MAY		JUNE		DAY OF MO.	JULY		AUG		SEPT		OCT		NOV		DEC		DAY OF MO.
	D	H	D	H	D	H	D	H	D	H	D	H		D	H	D	H	D	H	D	H	D	H	D	H	
1													1												1	
2													2												2	
3													3												3	
4													4												4	
5													5												5	
6													6												6	
7													7												7	
8													8												8	
9													9												9	
10													10												10	
11													11												11	
12													12												12	
13													13												13	
14													14												14	
15													15												15	
16													16												16	
17													17												17	
18													18												18	
19													19												19	
20													20												20	
21													21												21	
22													22												22	
23													23												23	
24													24												24	
25													25												25	
26													26												26	
27													27												27	
28													28												28	
29													29												29	
30													30												30	
31													31												31	
ACCURED													A												A	
													S												S	
													WP												WP	

**Calendar Year 1946**

LWOP SUSP.

No. of days \_\_\_\_\_

Annual lost \_\_\_\_\_

Sick lost \_\_\_\_\_

ANNUAL

As of 1-1-46 **90-0**

Current Acc. \_\_\_\_\_

Total \_\_\_\_\_

Leave lost \_\_\_\_\_

Balance \_\_\_\_\_

Total taken **20-5**

Balance 1-1-47 **90-0**

(amt. lost) **5-3**

SICK

As of 1-1-46 **90-0**

Current Acc. \_\_\_\_\_

Total \_\_\_\_\_

Leave lost \_\_\_\_\_

Balance \_\_\_\_\_

Total taken **0-5**

Balance 1-1-47 **90-0**





LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY AGENCY CALENDAR YEAR

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

GPO 18-48999-1

Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. NO.	ANNUAL			SICK			MONTH	PAY PER. NO.	ANNUAL			SICK			ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD									
		TAKEN		HRS.	TAKEN		HRS.			TAKEN		HRS.	TAKEN		HRS.	DATE		TYPE		HRS.		TOTAL							
		HRS.	TOTAL	ACCR.	HRS.	TOTAL	ACCR.			HRS.	TOTAL	ACCR.	HRS.	TOTAL	ACCR.	DATE	TYPE	HRS.	TOTAL	PERIOD	HOURS WORKED	HOURS TAKEN	BAL.						
JANUARY	1			8				JULY	15	1	24	116			40														
	2			16			10		16	43	67	124																	
	3	5	5	24																									
FEBRUARY	4	1	6	32	8	8	8	AUGUST	17	40	107	132			40														
	5	2	8	40					18			140																	
MARCH	6			48			18	SEPTEMBER	19			148			40														
	7	3	11	56					20			156																	
APRIL	8	3	14	64	32	40	18	OCTOBER	21			164	2	42	50	REMARKS													
	9			72					22	1	108	172	9	51															
									23	40	148	180																	
MAY	10			80			28	NOVEMBER	24			188			51	YEARLY SUMMARY (HOURS)													
	11	3	17	88					25			196																	
	12			92																									
JUNE	13			100			38	DECEMBER	26	6	54	204			51	ITEM	ANN.	SICK											
	14	6	23	108					27	12	166	208				BAL. FORWARDED	720	720											
																YR. ACCRUAL	208	51											
														TOTAL				928				771							
														TOTAL TAKEN				166				51							
														BALANCE				720				762				720			

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY AGENCY CALENDAR YEAR

SA Sizoo, Joseph A.

7-10-35

1948

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION No. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

GPO 16-48999-1

Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. No.	ANNUAL		SICK		MONTH	PAY PER. No.	ANNUAL		SICK		ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD				
		TAKEN		Hrs.	TAKEN			Hrs.	TAKEN		Hrs.	W-AWL-SUSPENDED				PAY	HOURS	HOURS	BAL.	
		HRS.	TOTAL	ACCR.	HRS.			TOTAL	ACCR.	HRS.	TOTAL	ACCR.	DATE	TYPE	HRS.	TOTAL	PERIOD	WORKED		TAKEN
JANUARY	28			4			16		116	2	78	33								
	3	2	2	12		0	17	41	78	124										
	4	5	7	20																
FEBRUARY	5	4	11	28	1	1	18	40	118	132	1	29	43							
	6			36			19	1	119	140										
MARCH	7	3	14	44	2	3	20		148			53								
	8			52			21		156			54								
									749			691								
APRIL	9	1	15	60		3	22	3	122	164		63	REMARKS							
	10	2	17	68			23	1	123	172										
							24	6	129	180										
MAY	11			76		13	25	41	170	184		73	YEARLY SUMMARY (HOURS)							
	12			84	56	59	26	23	193	196										
	13			92	16	75														
JUNE	14	12	29	100		23	1	4	197	204		79								
	15	8	37	108	1	76	20		208											
												720				BALANCE	731	720		

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION No. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

SA Sizoo, Joseph A.

7-10-35

1949

7	8	4. 100			
LAST NAME	FIRST NAME AND INITIAL	IDENTIFICATION NO.	TYPE OF APPOINTMENT	EOD DATE	AGENCY
			CALENDAR YEAR		

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

☆ GPO 16-48999-1 Form prescribed by Comp. Gen., U.S. June 28, 1946

MONTH	PAY PER. NO.	ANNUAL		SICK		MONTH	PAY PER. NO.	ANNUAL		SICK		ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD				
		TAKEN		HRS. ACCR.	TAKEN			HRS. ACCR.	TAKEN		HRS. ACCR.	W-AWL-SUSPENDED				PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.	
		HRS.	TOTAL		HRS.				TOTAL	HRS.		TOTAL	DATE	TYPE	HRS.					TOTAL
JANUARY	2			8		JULY	15	72	105	112										
	3			16			16			120										
	4			24																
FEBRUARY	5	1	1	32		AUGUST	17			128										
	6			40			18	2	107	136										
							19			144										
MARCH	7			48		SEPTEMBER	20			152										
	8			56			21			160										
APRIL	9			64		OCTOBER	22			168										
	10			72			23			176										
MAY	11			80	8	8	40			184										
	12			88			44			192	1	9								
JUNE	13			96			48			200										
	14	32	33	104			52			208										
												REMARKS								
																YEARLY SUMMARY (HOURS)				
																ITEM	ANNUAL	SICK		
																BAL. FORWARDED	720	927		
																YR. ACCRUAL	200	104		
																TOTAL	928	1031		
																TOTAL TAKEN	107	9		
																BALANCE	821	1022		

LAST NAME	FIRST NAME AND INITIAL	IDENTIFICATION NO.	TYPE OF APPOINTMENT	EOD DATE	AGENCY	CALENDAR YEAR
Sizoo	Joseph A, SA			7-10-35		1954

Sizoo, Joseph A., SA 8

LAST NAME	FIRST NAME AND INITIAL	IDENTIFICATION No.	TYPE OF APPOINTMENT	EOD DATE	AGENCY	CALENDAR YEAR
-----------	------------------------	--------------------	---------------------	----------	--------	---------------

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

☆ GPO 16-48999-1 Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. No.	ANNUAL			SICK			MONTH	PAY PER. No.	ANNUAL			SICK			ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD			
		TAKEN		Hrs.	TAKEN		Hrs.			TAKEN		Hrs.	TAKEN		Hrs.	DATE	TYPE	Hrs.	TOTAL	PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.
		HRS.	TOTAL	ACCR.	HRS.	TOTAL	ACCR.			HRS.	TOTAL	ACCR.	HRS.	TOTAL	ACCR.								
JANUARY								JULY															
FEBRUARY								AUGUST															
MARCH								SEPTEMBER															
APRIL								OCTOBER															
MAY								NOVEMBER															
JUNE								DECEMBER															
															REMARKS								
																			YEARLY SUMMARY (HOURS)				
																			ITEM	ANN.	SICK		
																			BAL. FORWARDED				
																			YR. ACCRUAL				
																			TOTAL				
																			TOTAL TAKEN				
																			BALANCE				

LAST NAME	FIRST NAME AND INITIAL	IDENTIFICATION No.	TYPE OF APPOINTMENT	EOD DATE	AGENCY	CALENDAR YEAR
Sizoo,	Joseph A., SA			7-10-35		1955

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION No. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

GPO 16-48992-1 Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. NO.	ANNUAL			SICK			MONTH	PAY PER. NO.	ANNUAL			SICK			ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD					
		TAKEN		HRS.	TAKEN		HRS.			TAKEN		HRS.	TAKEN		HRS.	DATE		TYPE	HRS.	TOTAL	PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.	
		HRS.	TOTAL	ACCR.	HRS.	TOTAL	ACCR.			HRS.	TOTAL	ACCR.	HRS.	TOTAL	ACCR.										
JANUARY	26			4			2	JULY	16			116			33										
	3			12					17	40	51	124													
	4			20	2	2																			
FEBRUARY	5	5	5	38			5	AUGUST	18	41	92	132			33										
	6	4	9	36	3	5			19			140													
MARCH	7			44	24	29	15	SEPTEMBER	20			148			33										
	8			52					21			156			7										
APRIL	9			60			25	OCTOBER	22	1	93	164			33	REMARKS									
	10			68	2	31			23			172													
	11			76	2	33			24			180													
MAY	12			84			33	NOVEMBER	25			188			33	YEARLY SUMMARY (HOURS)				ITEM	ANN.	SICK			
	13	2	11	92					26			196													
JUNE	14			100			33	DECEMBER	1	8	101	204	16	49	43										
	15			108					20			208													
															720					BALANCE	827	714			

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION No. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR  
SA Sizoo, Joseph A. 7-10-35 1950

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

GPO 16-48999-1

Form prescribed by Comp. Gen., U. S.  
June 23, 1946

MONTH	PAY PER. NO.	ANNUAL		SICK		MONTH	PAY PER. NO.	ANNUAL		SICK		ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD							
		TAKEN		HRS. ACCR.	TAKEN			HRS. ACCR.	TAKEN		HRS. ACCR.	TAKEN		HRS. ACCR.	DATE	TYPE	HRS.	TOTAL	PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.	
		HRS.	TOTAL		HRS.			TOTAL		HRS.	TOTAL		HRS.	TOTAL									
JANUARY	26			4			16			116													
	3			12		6	17	40	32	124													
	4			20																			
FEBRUARY	5			28		16	18			132													
	6			36			19			140													
MARCH	7			44		6	20			148													
	8			52			21	10	62	143													
							22			149													
APRIL	9	8	8	60		16	23	2	64	155													
	10			68			24			180													
	11			76																			
MAY	12			84		16	25	10	74	188													
	13	4	12	92			26	80	154	196													
JUNE	14			100		6	1	1	155	204													
	15			108			20	8	163	208													
												REMARKS											
																YEARLY SUMMARY (HOURS)							
																ITEM				ANN.		SICK	
																BAL. FORWARDED				720		714	
																YR. ACCRUAL				208		6	
																TOTAL				928		720	
																TOTAL TAKEN				163		0	
												720				BALANCE				765		720	

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

SA Sizoo, Joseph A.

7-10-35.

1951

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION No. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

☆ GPO 16-48999-1

Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. No.	ANNUAL		SICK		MONTH	PAY PER. No.	ANNUAL		SICK		ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD				
		TAKEN		HRS. ACCR.	TAKEN			HRS. ACCR.	TAKEN		HRS. ACCR.					PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.	
		HRS.	TOTAL		HRS.				TOTAL	HRS.		TOTAL	HRS.	TOTAL	DATE					TYPE
JANUARY	22			4		JULY	16			116		58								
	3	4	4	12			17			124		62								
	4			20	1		1	10												
FEBRUARY	5			28		AUGUST	18			132		46								
	6	1	5	36			19			140		70								
							20			148		74								
MARCH	7			44		SEPTEMBER	21			156		78								
	8			52			22			164		82								
	9			60						172		86								
APRIL	10			68	1	2	23			172		86								
	11			76			24			180		90								
MAY	12			84		NOVEMBER	25			188		94								
	13			92				26	8	149	796	1	3							
JUNE	14	64	69	160		DECEMBER	1			204		102								
	15	72	141	108						767		815								
				151																
												720				YEARLY SUMMARY (HOURS)				
																ITEM	ANN.	SICK		
																BAL. FORWARDED	720	720		
																YR. ACCRUAL	204	102		
																TOTAL	924	822		
																TOTAL TAKEN	149	3		
																BALANCE	775	819		

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION No. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

Sizoo, Joseph A. SA

7-10-35

1952

Sizoo, Joseph A. SA		8-				
LAST NAME	FIRST NAME AND INITIAL	IDENTIFICATION NO.	TYPE OF APPOINTMENT	EOD DATE	AGENCY	CALENDAR YEAR

Standard Form No. 1137  
General Regulations No. 102

## LEAVE RECORD

☆ GPO 16-48998-1

Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. NO.	ANNUAL		SICK		MONTH	PAY PER. NO.	ANNUAL		SICK		ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD				
		TAKEN		Hrs.	TAKEN			Hrs.	TAKEN		Hrs.	DATE		TYPE		PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.	
		HRS.	TOTAL	ACCR.	HRS.			TOTAL	ACCR.	HRS.	TOTAL	ACCR.			HRS.					TOTAL
JANUARY	2			8		4	JULY	16	1	3	120									
	3			16		8		17	8	11	128									
	4			24		12														
FEBRUARY	5			32		16	AUGUST	18			136									
	6			40		20		19	80	91	144									
				12		0		20	40	131	152									
MARCH	7			48		24	SEPTEMBER	21			160									
	8			56		28		22			168									
	9			64		32														
APRIL	10			72		36	OCTOBER	23			176									
	11			80		40		24			184									
				7																
MAY	12			88		44	NOVEMBER	25			192									
	13			96		48		26			200									
				8																
JUNE	14			104		52	DECEMBER	27			208									
	15	2	2	112		56		1			216									
												REMARKS								
																YEARLY SUMMARY (HOURS)				
																ITEM	ANN.	SICK		
																BAL. FORWARDED	720	819		
																YR. ACCRUAL	216	108		
																TOTAL	936	927		
																TOTAL TAKEN	131	0		
																BALANCE	805	927		

LAST NAME	FIRST NAME AND INITIAL	IDENTIFICATION NO.	TYPE OF APPOINTMENT	EOD DATE	AGENCY	CALENDAR YEAR
Sizoo, Joseph A.	SA	-		7-10-35		1953



1. NAME Sizoo Joseph Almender  
 LAST FIRST MIDDLE

2. OFFICE OF ASSIGNMENT Records Section S.O.G.

NOTE: PLEASE READ THESE INSTRUCTIONS BEFORE COMPLETING FORM.

IF IN BUREAU 15 YEARS FROM EOD LISTED UNDER ITEM 8 AND NO LEAVE WITHOUT PAY IN EXCESS OF 6 MONTHS IN ANY ONE CALENDAR YEAR, AS LISTED UNDER ITEM 10, IT WILL ONLY BE NECESSARY FOR YOU TO CERTIFY YOUR STATUS BY PLACING A CHECK MARK IN THE "15 YEARS OR OVER" BOX IN THE "TOTAL FEDERAL SERVICE" SPACE AT THE TOP OF THIS PAGE, AND SIGNING THE FORM. DO NOT FILL IN OTHER INFORMATION IN SUCH CASES.

TOTAL  
FEDERAL SERVICE

(CHECK ONE, PER ITEM II)

LESS  
THAN  
3 YRS.

3 YRS. BUT  
LESS THAN  
15 YRS.

15 YRS.  
OR  
OVER

(AS OF CLOSE OF BUSINESS ON JANUARY 6, 1952)

DATE YOU WILL REACH NEXT CATEGORY:

MONTH DAY YEAR

3. PREVIOUS CIVILIAN GOVERNMENT SERVICE (GIVE COMPLETE NAME OF AGENCY AND BRANCH)	DATE EOD	DATE SEPARATED	TOTAL LENGTH OF SERVICE WITH EACH AGENCY			TOTALS  ITEMS 4, 6, 8 9, 10, and 11
			YRS.	MOS.	DAYS	
						YRS. MOS. DAYS

4. TOTAL LENGTH OF PREVIOUS CIVILIAN GOVERNMENT SERVICE (ADD ALL TIME LISTED UNDER ITEM 3, DIVIDE TOTAL DAYS BY 30, TOTAL MONTHS BY 12, - GIVE TOTAL IN EXACT YEARS, MONTHS AND DAYS SERVED)	5. MILITARY SERVICE (INDICATE BRANCH - ARMY, NAVY, MARINE CORPS, COAST GUARD, AIR FORCE, ETC. IF NO MILITARY SER- VICE, WRITE "NONE" IN THIS SPACE)	DATE ENTERED ON ACTIVE DUTY DATE GIVEN ON SEPARATION DOCUMENT	DATE DISCHARGED DATE GIVEN ON SEPARATION DOCUMENT	TOTAL SERVICE WITH MILITARY (EACH BRANCH)		
				YRS.	MOS.	DAYS

FOLD ON THIS LINE.

6. TOTAL MILITARY SERVICE (ADD ALL TIME LISTED UNDER ITEM 5, DIVIDE TOTAL DAYS BY 30, TOTAL MONTHS BY 12 - GIVE TOTAL IN EXACT YEARS, MONTHS AND DAYS SERVED)			
7. STATUS AT TIME OF ENTRANCE ON DUTY WITH ARMED FORCES (CHECK ONE)	ON MILITARY LEAVE FROM CIVILIAN GOVERNMENT SERVICE	RESIGNED FROM CIVILIAN GOVERNMENT SERVICE TO ENTER ARMED FORCES	ENTERED ARMED FORCES FROM PRIVATE EMPLOYMENT OR SCHOOL
8. PRESENT FBI SERVICE  (IF REINSTATED, LIST DATES OF PREVIOUS SERVICE WITH FBI UNDER ITEM 3)	LATEST EOD DATE	TO CLOSE OF BUSI- NESS JAN. 6, 1952	TOTAL SERVICE SINCE LAST EOD DATE
	7 10 35 MONTH DAY YEAR		YRS. MOS. DAYS 
9. FEDERAL SERVICE TIME - GROSS TOTAL (ADD ITEMS 4, 6, AND 8, DIVIDE TOTAL DAYS BY 30, TOTAL MONTHS BY 12 - GIVE TOTAL IN EXACT YEARS, MONTHS AND DAYS SERVED.)			
10. LEAVE WITHOUT PAY (EXCLUDING MILITARY) IN EXCESS OF SIX MONTHS TAKEN DURING ANY ONE CALENDAR YEAR. (LIST TOTAL IN YEARS, MONTHS, AND DAYS)			
11. FEDERAL SERVICE TIME - NET TOTAL (SUBTRACT ITEM 10 FROM ITEM 9. THIS WILL GIVE YOU YOUR ACTUAL SERVICE TIME.)			

I CERTIFY THAT THE ABOVE INFORMATION IS COMPLETE AND CORRECT TO THE BEST OF MY  
KNOWLEDGE AND BELIEF.

(SIGNED)

(DATE)

(WRITTEN SIGNATURE)



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

FROM : J. P. Mohr

SUBJECT: ASSIGNMENT CHART  
DOMESTIC INTELLIGENCE DIVISION

DATE: September 13, 1957

Tolson	_____
Nichols	_____
Boardman	_____
Belmont	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
Nease	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

In reviewing the assignment charts for the various divisions, I noticed that the assignment chart for the Domestic Intelligence Division is misleading in that Special Agent Supervisor W. V. Cleveland is listed as Number One Man. A chart is attached for your ready reference. Mr. Cleveland is not the Number One Man of the Division and actually serves as an assistant to Mr. Belmont with duties primarily consisting of the review of Division mail and memoranda, similar to those performed by Mr. Scatterday in Mr. Boardman's office. The Number One Man duties of the Division are actually divided between Inspectors J. A. Sizoo and D. E. Moore who have joint responsibility for supervision of all sections of the Division.

It appears desirable to more clearly set forth the supervisory responsibility in Mr. Belmont's front office so that there will be no question as to the chain of command.

RECOMMENDATIONS:

(1) That Supervisor Cleveland's name be deleted from the top of the chart and placed on the chart along with the other supervisors in the Division.

*list as is on chart  
as a Supervisor*

(2) That Inspector Sizoo's name be listed under Mr. Belmont's name and that he be designated as the one to serve during Mr. Belmont's absence.

(3) That Inspector Moore's name appear third and that he be approved to serve in charge of the Division during the absence of both Mr. Belmont and Inspector Sizoo.

67-149000-2368

S e p 1 3 1 9 5 7

27

6 SEP 13 1957

Enclosure  
ERC:akc

3/24

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

6-11-57

I certify that I have received the following Government property for official use:

~~returned~~ received

D. C. OFFICIAL PARKING PERMIT, Expires 6-30-58

DESTROYED

D. C. OFFICIAL PARKING PERMIT, Expires 6-30-57

3/ee

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY.

NOT RECORDED

9 JUN 12 1957

Very truly yours,

*Joseph A. Sizoo*  
J. A. SIZOO



UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to  
File No.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

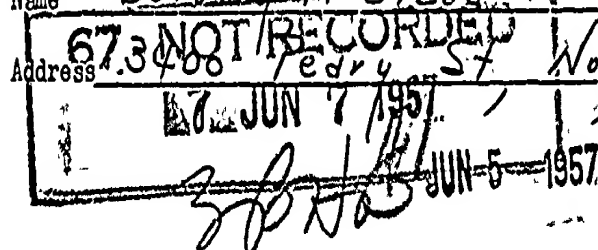
For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Dorothy T. Sizoo Relationship wife Date 6/5/57  
Address 3400 Perry St, No., Arlington, Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name Dorothy T. Sizoo Relationship wife Date 6/5/57  
Address 3400 Perry St, No., Arlington, Va.



Very truly yours,

*Joseph A. Briggs*  
Special Agent

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. L. V. Boardman

DATE: January 9, 1957

FROM : Mr. A. H. Belmont

SUBJECT: HUNGARIAN REFUGEE PROGRAM  
INTERNAL SECURITY (HU)

Domestic Intelligence Division

Joseph A. Sizoo

Tolson	_____
Boardman	_____
Belmont	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
Nease	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

Reference is made to the attached memorandum to the Director dated January 8, 1957, captioned "Request to See Director" concerning which the Director asked that an explanation be submitted as to why a more complete memorandum on the Hungarian situation was not prepared for his use in the event he saw [redacted]. Attached also are 2 other memoranda subsequently sent to the Director's office on which the Director made additional comments concerning the inadequacies of the first memorandum.

I have checked the handling of this memorandum in this Division and I find that Night Supervisor [redacted] received a telephone call from Mr. Holloman at approximately 7:15 p.m. last evening (1/8/57). In my absence [redacted] then advised Sizoo and Moore that Mr. Holloman had asked for a summary memorandum on [redacted] since [redacted] secretary had called indicating that Mr. [redacted] desired to see the Director on January 9th, if possible. [redacted] said Mr. Holloman asked that this material be in the Director's office the first thing on the morning of the 9th.

Sizoo noted we recently prepared a summary concerning [redacted] and raised the question as to whether or not it would be desirable to include material on the status of the Hungarian refugee program as far as the Bureau was concerned since [redacted] obviously wanted to discuss this program with the Director, and suggested that we furnish the Director the recent summary memorandum and any new data concerning [redacted] together with up-to-date material on the refugee program. It was understood that the Director was being kept advised of current developments in the program and that the most recent memorandum had gone up January 8th. It was, therefore, suggested that a copy of that memorandum, if the original could not be located, be sent up with the cover memorandum. [redacted] prepared this memorandum during the late evening hours of January 8th and it was sent to the Director's office this morning.

Enclosure

cc - Mr. Boardman  
Mr. Belmont  
Mr. Moore  
Mr. Sizoo

JAS:am/aom

(5)

Let of memo to [redacted]  
Power Sign - SIC/ [redacted]  
1/12/57

I just so much have got  
the time I read a copy -  
generation of memoranda -  
dumps. It should have  
all been combined into one  
memorandum

3/10

Memorandum for Mr. Boardman

I have since learned from Holloman that he had in mind when he called [ ] the submission of a more complete memorandum summarizing the developments in the Hungarian refugee program as well as furnishing available personal information concerning [ ]. In rechecking this with [ ] he advised that it was his clear impression that a summary memorandum on [ ] himself was all that was requested. Both Sizoo and Moore have advised me that they fully realize they should have checked back with Holloman to make certain of the exact request and even in the absence of checking back with Holloman, should have realized that a summary of the background and developments of our participation in the Hungarian refugee program should have been furnished the Director this morning. It should be noted that Sizoo was acting in charge of the Division in my absence and that the supervision of the Hungarian refugee program falls within the branch of this Division supervised by Moore.

There is no question that this memorandum was inadequately handled in this Division and the mishandling is certainly regretted. I feel administrative action is desirable against the personnel responsible.

It was well known that [ ] wanted to discuss the refugee situation.

RECOMMENDATIONS:

That Sizoo and Moore be censured. No action is recommended as to [ ] as I feel he relayed the instructions as he understood them and it was the responsibility of Sizoo and Moore to determine exactly what information would be of assistance to the Director and see that it was provided.

1. Sizoo, Moore & [ ] are to be censured. There seems to be no doubt as to what Holloman asked for & [ ] should have gotten it straight.
2. Hereafter any requests for information should be directed to the Chief of the Division or the Assistant for the Division.

b6

b6

b6

supervisor.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. L. V. Boardman

DATE 1995

Tics: Mr. Boardman  
Mr. Belmont  
Mr. Roach  
Tickler

FROM : Mr. A. H. Belmont

SUBJECT: SPECIAL MEMORANDA UNIT Done +: I. 12/11/77  
LIAISON SECTION

A. H. Belmont In view of the Director's instructions on the attached memorandum, we are attempting to arrive at the most feasible way to handle memoranda heretofore prepared in the Special Memoranda Unit of the Liaison Section. Memoranda concerning persons (or organizations) who are known to supervisors because of past security investigations or mail going over a supervisor's desk, pose no problem. They will be handled by the case supervisor. The type of memoranda in question are those of a general nature which do not relate to the work being handled on the desk of any substantive supervisor. Such memoranda can be assigned around this Division to the various supervisors for handling. It might also be feasible to have them prepared by the Name Check Section of the Investigative Divisions. Furthermore, they could be sent over, the various divisions on the basis of subject matter, i.e., inquiries from the White House or Rogers concerning applicants could be handled by the Special Inquiry Section of the Investigative Division, inquiries concerning persons involved in any way with the Loyalty Program could be handled in the Loyalty Section, etc.

way with the Loyalty Program could be [redacted] N. H. X Ph. 100X 67-1449000-227 7  
And C. Y. Young [redacted] However, before pursuing these possibilities further, we  
would not feel that we were fulfilling our responsibilities to the  
Director and the Bureau if we did not outline this problem in greater  
detail and recommend that the over-all problem be further considered  
by the Director based on what we hope to be a more complete presenta-  
tion of the facts. We have concluded that our prior memoranda on this  
subject were entirely inadequate. They were prepared to answer  
specific questions and in retrospect did not present a good over-all  
picture of the problem, being at best a "piecemeal" presentation.  
The Director obtained the impression that we were not whole-heartedly  
attempting to apply the basic principles (1) that the supervisor handling  
the current material was in the best position to write a summary  
memorandum on any given case file or matter; and (2) that as a general  
rule a Special Agent Supervisor will prepare a better memorandum than  
a clerical Research Analyst. We agree most sincerely with these  
principles and it has been our purpose to attempt to apply them to the  
maximum degree in accordance with the spirit of the Director's comments  
and in the Bureau's best interests. Any impressions we might have  
left to the contrary were as a result of poor judgment in the prepara-  
tion of our memoranda and not the lack of desire to comply with the  
Director's desire that procedures be changed to effect better over-all  
handling.

Enclosure

JAS:m.l3:dmn

Letter from me to Belmont & Young.  
 [redacted] N.Y. City  
 Bonchi + Macene. Sigro + Belmont  
 9/24/56 V.C./m.b. + diff.

b6

As you know, the substantive supervisors have prepared all memoranda on active investigative cases or matters which they are supervising. This has included summary memoranda which might be requested by the Director, the Attorney General, or anyone else. For instance, a request for a summary memorandum on [redacted] would be prepared by the Espionage Supervisor handling this case. A check of the memoranda prepared in this Division for the month of August, 1956, indicates that the substantive supervisors (other than those assigned to the Special Memoranda Unit) prepared 89% of the memoranda leaving this Division. The memoranda prepared in the Special Memoranda Unit (prior to the recent change arising from the Javits case) have been those answering requests for information on persons on whom there were no investigative cases. This includes requests from the Director such as the one of a few days ago concerning Whitney North Seymour, Sr., and name check requests for Deputy Attorney General Rogers. Many of these requests result in "no record" responses, but still involve the review of many files of persons of the same name. In addition, there are prepared in this Unit memoranda covering the review of transcripts of testimony before Congressional committees which relate to persons on whom there was no investigative case. The volume of memoranda prepared in the Special Memoranda Unit has consisted of 11% of the memoranda clearing through this office and, with other assignments identified later in this memorandum, have required the services of 11½ employees (6½ Agents and 5 Research Analysts). During the last fiscal year this Unit handled 3,147 requests for file reviews, included in which were 625 prepared at the Director's and other Bureau officials' request, 383 White House requests, 377 Attorney General requests (including those from Rogers), and 88 requests pertaining to Congressional inquiries. As a matter of interest, we have so far today received 28 name check requests from [redacted] 20 from the White House, one from the Director, one from the Attorney General, and one Congressional inquiry, of the type we are processing in this unit. b7D

However, there has always existed a twilight zone between those requests clearly falling on the desk of a substantive supervisor and those having no connection with a substantive desk. These requests relate to either recently closed cases or instances where we have had no active investigation but have received mail from the field or Seat of Government memoranda which, because of their security nature although not warranting investigation, were routed to and initialed by a substantive supervisor. The preparation of such memoranda has in the past been assigned on an individual basis. However, as highlighted by the summary on Javits, it now appears that without question such memoranda should be handled by the substantive supervisor who initialed the mail. These twilight zone



Memorandum for Mr. Boardman  
 Re: Special Memoranda Unit, Liaison Section

requests have been estimated to comprise approximately 75% of the memoranda heretofore handled in the Special Memoranda Unit, and in accordance with our recent memorandum to the Director, we are now having such requests handled by the substantive supervisors.

The problem before us now is who is to handle general requests not falling directly on the desk of any substantive supervisor such as the one concerning [ ] mentioned above, or the one we handled today for the Director with reference to C.D. Jackson. In instances such as these relating to public figures, it is often necessary to obtain additional background information to make an adequate file search possible or to round out the memorandum. The Special Memoranda Unit has current and back copies of such reference material as "Who's Who," "Martindale-Hubbel, Law Directory," etc. Contacts by liaison for identifying data and inquiries of the field are also often necessary to provide the proper service to the Director, the Attorney General or the White House. The personnel of this Unit have become specialists in this type of research. Another typical example is the request received yesterday from Mr. Rogers of the Department for information in our files concerning the Arab-Asian Institute, Inc., [ ] and [ ]. Upon receipt of this mail, it is necessary to determine whether or not any of these subjects are of current investigative interest. This is done in the Special Memoranda Unit. Frequently, extensive file studies are necessary as a preliminary step and if an active case is found to relate to the person in question, the matter is then transferred to the substantive supervisor; however, this preliminary examination often requires the review of many references.

As to the review of congressional testimony in this Unit, where the witness is the subject of an active Bureau case, the review is handled by the substantive supervisor. (we are now also having testimony regarding persons, with whom substantive supervisors is familiar, reviewed by him.) Where the subject of testimony is not familiar to a specific supervisory desk, the review is made in the Special Memoranda Unit. In all instances, however, the transcripts are logged in and out of the Special Memoranda Unit to insure that all will be quickly processed and returned to the appropriate committee.

In addition, certain other work is handled in this Unit which is not specifically related to the preparation of memoranda. This includes the supervision of and dissemination to the Civil Service Commission and interested Government agencies of information relating to sex deviates in the Government; the handling of this Division's defense plans; and the following of mail relating to the activities of the Fund for the Republic, including the preparation of and keeping up to date of running memoranda. These last enumerated items require the services of the equivalent of approximately two Agent Supervisors full time. In addition, the full-time night supervisor in my front office, for administrative purposes, is also carried as being assigned in the Special Memoranda Unit.

We have had a Special Memoranda Unit in the Bureau for many years. It is recalled that in 1942 this Unit was part of the Internal Security

R. Boardman

Special Agent Supervisor, Liaison Section

Section and then consisted of five Special Agent Supervisors. The number of men assigned to the Unit has varied over the years and there were times when the manpower was not adequate to handle the requests. Therefore, some memoranda were of necessity handled by substantive supervisors even though they had no connection with their regular work. This often resulted in delinquencies in other work. In 1951 there was created in the Liaison Section a Name Check Unit, with the Special Memoranda portion then being a sub-unit. This was set up in this fashion in order to maintain the necessary personnel on a constant basis and to develop specialized techniques which would permit the preparation of general memoranda as efficiently and expeditiously as possible. In 1952, the Name Check Unit was transferred to the Investigative Division and the Special Memoranda Unit was retained as part of the Liaison Section in order to render the best possible service to the Director and to handle his requests, and those of the Attorney General, Deputy Attorney General and the White House in the best possible manner. We have found we can give the Director the prompt service he is entitled to through this specialized handling, whereas, if the memoranda are assigned throughout the Divisions, we believe we will run into problems of pinning down responsibility, control and interruptions of the daily flow of work over the case desks which we require the supervisors to handle on a current basis.

In connection with the matter of using Special Agent Supervisors as compared to the use of clerical Research Analysts for the preparation of special memoranda, it should be noted that in 1951 it was recommended and approved that clerical Research Analysts' positions be set up in the Bureau. It was thought that experienced clerical employees could prepare competent memoranda at a cost less than that occasioned by the use of Special Agent Supervisors. It was also thought that this would give promotional opportunities for older experienced clerical employees. At that time some Research Analysts were assigned to the Special Memoranda Unit and by and large they have performed in satisfactory fashion. However, there is no question but what requests handled in the Special Memoranda Unit are of the most important character and it would be logical to use the best possible talent on the most important work. There is no doubt an experienced Special Agent Supervisor can prepare a better memorandum than a clerical Research Analyst. It may, therefore, be desirable to have all memoranda in this Unit, because of the important character of the work, handled by Special Agent Supervisors. This was not recommended in earlier memoranda as we were not unmindful of the salary differential involved and possible added cost by having all such memoranda handled by Special Agents.

We have considered this matter most carefully. Bearing in mind that generally speaking a Special Agent Supervisor should be able to produce more work than a Research Analyst in the same time, and since

Memorandum for Mr. Boardman  
Re: Special Memoranda Unit, Liaison Section

Special Agents on the average perform two hours per day overtime, it is quite possible that we could handle the current volume of work if we were to release the five Research Analysts and replace them with two Special Agents. The transfer of some of the memoranda to the substantive desk as indicated earlier in this memorandum will assist in making this possible. We would then be releasing all five Research Analysts with a total salary of \$26,000, and replacing them with two Special Agents with a total salary of \$19,612 (Grade GS-13).

Notwithstanding the above, if the Director feels he was adequately informed on the prior memorandum when he decided to abolish the Special Memoranda Unit, we will immediately take steps looking towards the discontinuance of it and make other plans for the handling of the type of memoranda which are described herein. However, we do not feel, having re-examined our prior memoranda, that an adequate, over-all picture of the problem was presented to the Director. This memorandum is written with the thought of being of maximum assistance to the Director in this matter, with the utmost respect for his judgment, and with the knowledge that the Director has always sought full and adequate facts as a basis for decisions. This memorandum is prepared with the hope that we have provided herein a more complete presentation of the problem involved and with no intention of engaging in semantics or a lengthy discussion on the subject.

RECOMMENDATION:

That the Special Memoranda Unit of the Liaison Section be continued, but that the five Research Analysts be transferred to other duties more commensurate with their abilities and that they be replaced with two Special Agent Supervisors.

Transfer order  
issued 9-28-56  
ECC

I suggest this be done and that the work of this unit be surveyed by the Inspection Div. in January, 1957

yes. This matter has been very badly handled by Substantive Div. It did not receive the study & consideration it should have had and was handled in a superficial manner. This shows

1. Agency and organizational designations <b>F.B.I., U.S. DEPT. OF JUSTICE</b>				2. Pay roll period		3. Block No.		4. Slip No. <b>11511</b>	
5. Employee's name (and social security account number when appropriate) <b>MR. JOSEPH A. SIZCO Inspector 08868</b>				6. Grade and salary <b>GS 16 \$13,330</b>					
<b>PAY ROLL CHANGE DATA</b>									
	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	BOND	F. I. C. A.	NET PAY
7. Previous normal									
8. New normal									
9. Pay this period									
10. Remarks:						11. Appropriation(s) <i>(Handwritten: 15)</i>		12. Prepared by	
								13. Audited by	
<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase									
14. Effective date <b>12-2-56</b>	15. Date last equivalent increase <b>6-5-55</b>	16. Old salary rate <b>\$13,115</b>	17. New salary rate <b>\$13,330</b>	18. Performance rating is satisfactory or better.  <div style="text-align: right;">(Signature or other authentication)</div>					
19. LWOP data (Fill in appropriate spaces covering LWOP during following period(s); Period(s):				(Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period.					
<input checked="" type="checkbox"/> No excess LWOP. Total excess LWOP _____				1A/car _____ Initials of Clerk					
STANDARD FORM NO. 1126d—Revised Form prescribed by Comp. Gen., U. S. Nov. 8, 1950, General Regulations No. 102				<b>19 NOV 5 1956</b> <b>PAY ROLL CHANGE SLIP—PERSONNEL COPY</b>					

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. L. V. BOARDMAN *for 7/30/56*

DATE: July 11, 1956

FROM : MR. A. H. BELMONT *JS*

SUBJECT: OPERATION ALERT, 1956

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mason \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

There are attached memoranda of explanation dated July 11, 1956, from Supervisor James E. McArdle, Inspector Joseph A. Sizoo, and Inspector Carl E. Hennrich regarding the failure of McArdle to call to the attention of Mr. Belmont's office the receipt of the Attorney General's duty schedule on Monday, July 9, 1956, and the failure to include this information in the brief which had been prepared for the Director's use in conference with the Attorney General on July 11.

Mr. McArdle states that Mr. Airhart, in furnishing the schedule to him, advised it was not to be considered a final duty schedule in that he was not certain where the Attorney General would be at any given time during the test. Airhart was of the opinion the schedule would be changed in the near future. McArdle states that on the basis of Airhart's statements, he (McArdle) retained the schedule for ~~reference~~ in the over-all plan for Operation Alert, 1956, as soon as the final draft of the schedule was received.

McArdle states he was aware of the Director's conference with the Attorney General, but refrained from taking action to include the schedule in the Director's brief, since, on the basis of Airhart's statements, he (McArdle) believed the schedule could not be relied upon.

McArdle recognizes he made an error in judgment in this matter. He expresses regret and assures that henceforth any matters which could be considered of interest to the Director will be handled with dispatch and diligence.

ENCLOSURE *See interdir agent's file.*

Enclosures

CEH:LL *ll*

(4)

cc--Mr. Boardman

cc--Mr. Mohr

cc--Mr. Belmont

RECORDED - 142

67-319731-161	
Searched	
Number	9
10 JUL 25 1956	
FEDERAL BUREAU OF INVESTIGATION	

Memorandum to Mr. Boardman from Mr. Belmont

Mr. Hennrich states he had advised responsible personnel of the necessity for including proper material in the brief for the Director's use in the conference with the Attorney General and for keeping the brief up to date. He states he arranged to have certain material added to the brief, following its submission. Mr. Hennrich recognizes he did not sufficiently impress the personnel with the necessity of seeing to it that proper items were placed in the brief, and he recommends that he be censured for this.

Mr. Sizoo has submitted a memorandum regarding his checking on the status of the brief on the afternoon of July 10. He states he checked with Mr. Bland, the brief being a joint effort on the part of Supervisor Rushing, in Mr. Bland's Section, and Supervisor McArdle, in the Liaison Section. Mr. Sizoo was advised by Mr. Bland that the brief was up to date and that Rushing was maintaining close contact with McArdle and that any changes would be immediately included.

**ACTION:**

As of now, all documents received from the Department in connection with Operation Alert will be immediately brought to the attention of Mr. Belmont or whoever is acting in his absence.

**RECOMMENDATIONS:**

1. Supervisor James E. McArdle has been handling the coordination of details having to do with FBI Defense Plans since prior to Operation Alert, 1955. He has been a competent supervisor, has handled a mass of detail, and has over a long period of time exercised uniformly good judgment in planning our operation both under actual emergency conditions and for Operation Alert purposes.

There can be no doubt that his judgment in connection with this incident was bad. He decided, on his own responsibility, that on the basis of Airhart's statements to effect the schedule would be changed in the near future, the schedule could not be relied upon and, therefore, he did not submit it for inclusion in the Director's brief. He recognizes his mistake in judgment.

It is recommended that Mr. McArdle be severely censured and placed on probation.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: September 10, 1956

FROM : A. A. BELMONT

SUBJECT: JACOB JAVITS

Domestic Intelligence Div.

A.H. X BELMONT J.A. X Sizoo

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 DeLoach \_\_\_\_\_  
 Casper \_\_\_\_\_  
 Callahan \_\_\_\_\_  
 Conrad \_\_\_\_\_  
 Felt \_\_\_\_\_  
 Gale \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

Since writing my memorandum of September 8th in this matter, I have learned that Section Chief Bland and Supervisor [redacted] were on three weeks' leave starting August 13 and returning to their desks on September 4th, one day before Javits testified. Knowing the Director's desire for fair play, I have, therefore, inquired into additional facts in this matter.

low.

J. F. X Bland

Gavanough

That portion of the alphabet on security matters covering [redacted] was handled by Supervisor W. H. Floyd along with his other work. On Thursday, August 30th, Mr. Floyd noted a press clipping reflecting that Javits might appear before the Senate Internal Security Subcommittee. He called this to the attention of Supervisor O. T. Mansfield, Acting Supervisor in Charge, as to [redacted]. This should be called to the attention of Bureau officials. [redacted] Mansfield spoke about the clipping to Mr. Paul Cox, Acting Section Chief in the absence of Mr. Bland. Mr. Cox brought the clipping to Mr. Sizoo that same afternoon. Mr. Sizoo was cognizant of the fact that Bureau officials were already aware that Javits might appear before the Senate Internal Subcommittee in view of Mr. Nichols' discussions with [redacted] of the Committee and, therefore, advised that the clipping need not be sent upstairs and particularly as the official newspaper clippings were made in Mr. Nichols' division and this was a clipping for the division only. The clipping was returned to Mr. Floyd with the understanding that no memorandum was necessary on the clipping. Mr. Floyd had called the files and kept the files and the clipping which he called to [redacted] attention upon his return to the desk on September 4th. [redacted] inquired whether any action was to be taken and was informed by Mansfield and Floyd that the clipping had been discussed and no action was to be taken on it in the absence of instructions. [redacted] states he knew that the file was up to date from the dissemination standpoint and, therefore, he released the file on the afternoon of September 4th. [redacted] was under the impression that the Javits matter was being followed very closely by Mr. Nichols in view of the memoranda in the file showing repeated contacts and discussions between Mr. Nichols and [redacted] of the Committee. Nevertheless, [redacted] recognizes it was his responsibility to be fully ac-

AHB:td

Letter of [redacted] to [redacted]  
 Bland, Sizoo, Belmont  
 9/11/56  
 VIC/mff.

That is the trouble - Nichols  
 should do many matters which  
 should be done by individual  
 Division because of the interest  
 they should have in it.

00 00

The Director (AHB)

quainted with the file.

[ ] was alerted on Wednesday morning to handle the results of the hearings being covered by the Washington Field Office and immediately handled them and walked through the letter to the Attorney General on Wednesday afternoon.

Mr. Bland returned from leave on the morning of September 4, 1956. His attention was first drawn to this file on the morning of September 5th when he received instructions from Mr. Sizoo to have a Supervisor in readiness to prepare a cover memorandum for the information on the hearing that day to be furnished by the Washington Field Office. He so instructed [ ] and followed through to see that this was done. b6

As stated above, I felt the Director should have the full story on this in so far as possible. As stated in my previous memorandum, we recognize the responsibility for having complete knowledge of what was in our file on Javits and for an immediate comparison of Javits' testimony with the information in our files. We failed to meet this responsibility.

RECOMMENDATION:

I respectfully suggest that taking into account these additional facts, the Director may want to further consider this before final action is taken.

In reviewing the facts, as I previously stated, there was a general failure on the part of our people to immediately recognize our responsibility in this matter, and I feel that the primary responsibility rests with Belmont, Sizoo, Bland and [ ] b6

I sincerely regret that in my haste to get a reply to the Director's questions I did not learn earlier that Bland and [ ] had been on leave and explore the situation more fully.

I still think both should be censured for failing to recognize and carry out responsibilities

yes. Also I want to know who he paid the sum - many which last went to W. J. & which was ambiguous as to visits with Bland. & silent on the trip.



## Office Memorandum • UNITED STATES GOVERNMENT

TO : L. V. Boardman

DATE: September 8, 1956

FROM : A. H. Belmont

SUBJECT: JACOB K. JAVITS

Tele. Rm.  
Mr. Boardman  
Mr. Mason  
Mr. Mohr  
Mr. Parsons  
Mr. Rosen  
Mr. Tamm  
Mr. Nease  
Mr. Winterrow  
Tele. Rm.  
Mr. Holloman  
Gandy

*Domestic Intelligence*

Reference is made to the Director as to why he could not receive answers to two questions which Rogers asked concerning the ferry ride Javits had with [redacted] and the contacts between Javits and [redacted]

Manifestly we should have been able to come up with the answers to the questions the Director asked. In exploring why we did not we come up with following picture.

The Domestic Intelligence Division handled a name check request for [redacted] of the White House the latter part of July, 1956, at which time we sent to the White House the information in our files concerning Javits. On September 4, 1956, Director advised that the Attorney General had requested that we pick up anything we could on Javits' appearance before the Internal Security Subcommittee on September 5. I arranged for Mr. Nichols' Office to contact [redacted] to cover any closed meeting and ~~he~~ instructed the Washington Field Office (WFO) to cover the open meeting if there was one. Mr. Sizoo instructed that a supervisor be prepared to transmit immediately to the Attorney General by cover memorandum the information received from WFO and this was done on the afternoon of September 5, 1956.

*This is a silly explanation. There are many more matters in which we have been involved.*

We did not have an investigative case on Javits and, therefore, the Javits matter was not assigned to a specific investigator. We noted that Mr. Nichols was supervisor for over-all supervision. We noted that Mr. Nichols was in touch with [redacted] of the Internal Security Subcommittee and on developments preceding Javits' appearance before the committee. Three copies of the WFO resume of Javits' testimony on September 5, 1956, were received from the WFO. Two of these were sent to the Department and at Mr. Nichols' request the other was sent to him.

The recent serials on this file primarily consist of memoranda dictated by Mr. Nichols concerning conversations by [redacted] however, these serials did come to the Domestic Intelligence Division.

cc Mr. Boardman  
cc Mr. Nichols  
cc Mr. Belmont  
cc Mr. Bland  
cc Mr. [redacted]

AHB:dls  
(6)

*Trans. 1: Memo to the  
Director, 9/10/56 A/H/L/d  
Lide & Bureau to [redacted]  
Rel and, [redacted] & [redacted]  
9/11/56 - [redacted]*

10 SE 18 56

OFFICE

CLASSIFIED

Memorandum for Mr. Boardman

Division and were ultimately processed by Supervisor [ ] in the Subversive Control Section. This mail was not of a nature to require investigation by the Bureau, nevertheless, as it was processed by the Domestic Intelligence Division and [ ] we clearly have a responsibility for it.

Testimony before a congressional committee on any subjects with a security aspect are reviewed by the Domestic Intelligence Division. We review this testimony from an informative standpoint and also to see whether there may be perjury involved. The testimony of Javits at first blush appears to reflect evasiveness and lack of memory but not perjury on his part, nevertheless, it should be reviewed in our Division.

#### CONCLUSIONS:

I can only conclude that there was a general failure on the part of our people to immediately recognize our responsibility to (1) be thoroughly acquainted with everything in the file on Javits, and (2) to immediately review the testimony of Javits and compare it with information in our files. We were on notice from the papers and the buildup in this matter that it was a matter of urgency. This is the same type of situation that we recognize almost every day and take anticipated action on it and there was a general failure to do so in this case.

#### RECOMMENDATIONS:

(1) In view of the fact that this was a <sup>general</sup> failure and not the responsibility of just one man I recommend letters of censure for the following: A. H. Belmont, J. A. Sizoo, Section Chief J. F. Bland and Supervisor [ ]

*Censure to Belmont & Sizoo. Bland & [ ] to be reprimanded & transferred to the field.*

(2) I believe our system is properly set up in handling this sort of a situation and the failure here is in lack of alertness to apply the system.

*I have never seen worse handling nor more stupid explanations. We have supervisory personnel which has to be told exactly what steps they should take in each instance. They are not qualified to be supervisors & must be replaced.*

September 13, 1956

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

The Bureau has noted that a number of nonsubstantive errors have appeared in official Bureau correspondence reviewed and approved by you during the past several months. The failure on your part to detect these errors and to have them corrected is most serious.

Hereafter, you will be expected to exercise greater care in reviewing Bureau correspondence so that there will be no further occasion to criticize you in this manner.

Very truly yours,

J. Edgar Hoover

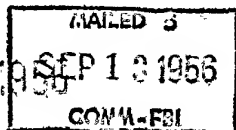
John Edgar Hoover  
Director

cc - Mr. Belmont (Personal Attention)  
Domestic Intelligence Division, Personnel File

JIC:dam  
(5)

Based on memo from Belmont to Boardman, 9-6-56, AHB:bmm.

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mason \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_



RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use:

~~returned~~

INSPECTOR'S MANUAL # 17  
(issued 8-15-56)

RETURNED

*destroyed 9/2/56*

INSPECTOR'S MANUAL # 24  
(issued 4-7-52)

FILE

3-M

PER

*all*

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY.

SEP 19 1956

Very truly yours,

*Joseph A. Sizoo*  
Joseph A. Sizoo

COPY - 137

TO : DIRECTOR, FBI 7-18-56  
FROM : SAC, NEWARK (67-1000)  
SUBJECT : CP, USA  
Membership  
IS-C

*Joseph Sigoo*  
[redacted] Was.  
IS-C; SA OF 1940  
(Bufile 100-1578)  
(NKfile 100-2974)

~~PERSONAL AND CONFIDENTIAL~~

Re Newark Airtel to Bureau 7/17/56 captioned "CP, USA, Membership, IS-C" which summarizes results of contacts with NK 2056-S\* on 7/12,13/56. This informant is a highly confidential source having access to material in the possession of [redacted] a convicted Smith Act subject and an alternate member of the National Committee of the CP, who resides at [redacted] Newark, N. J. b6

Included in the information furnished by this source were CP membership figures for the United States broken down by states for 1952, 1953 and part of 1954 and various information relating to dues, initiations and assessments for the CP of Connecticut, Montana, Colorado and Illinois. Also furnished by this source are various memoranda relating to proposed colonization and organization of the CP in the South and lengthy memoranda on the status of the party in Negro communities of Harlem (N.Y.), South Side (Chicago). A detailed report captioned "Status of Party Organization" apparently dealing with the CP of Ohio was

2- Bureau (RM)  
1 - Newark (67-1000)

HGF:as

(3)

10

ORIGINAL FILED IN 67-790-2175

8610-201955

COPY - 137

Letter to DIRECTOR, FBI

furnished by the source, as well as current information relating to CP membership in New Jersey.

[redacted] has served in a leadership capacity in the NJCP for more than 10 years and had been an alternate member of the National Committee of the CP since 1950. She was active in the National CP underground apparatus from 1951 until she was apprehended in November 1954. Subsequent to her apprehension, she returned to Newark and took up residence with her husband and son at [redacted]. Since that time she has been openly engaged in CP activity on a National and State level. b6

In January 1956 SA GERHARD P. HUNDT, to whom the [redacted] case is assigned, undertook necessary surveys and preliminary investigation in the area of [redacted] residence in order to determine the feasibility of developing a highly confidential source. Through intensive investigation, SA HUNDT developed a reliable neighborhood source who was the [redacted] resides. b6

This source was contacted on a regular basis by SA HUNDT and SA BILLIE D. WILLIAMS and through the contact of this source SAs HUNDT and WILLIAMS were able to effect a plan of operation which provided for contact of a highly confidential source under conditions of full security. The plan provided for coverage of [redacted] and her family while they were vacationing in the Albany Division and also for the coverage of various security subjects in the "Clinton Hill" Section of Newark, who were close associates of [redacted] and might have access to [redacted] residence. b7D

The "Clinton Hill" Section of Newark is recognized as an extremely difficult area in which to conduct physical surveillances due to the large number of CP functionaries who reside in this area and who continually resort to various tactics to detect physical surveillances. Due to the

COPY - 137

b6

Letter to DIRECTOR, FBI

experience and knowledge of the participating Agents of the various security subjects involved, however, the highly confidential source was contacted under full security conditions as planned and as noted above was extremely productive.

The various phases of this operation were participated in by personnel assigned to a Security Squad of the Newark Division under the direct supervision of Acting Field Supervisor [redacted] and in view of the excellent results obtained through contact with this source, it is recommended that the Bureau consider directing individual letters of commendation to the following:

JOHN F. BURKE  
HARRY A. FISHER, JR.

[redacted]  
PAUL F. DINSMORE, SR.  
WALTER V. MC VEE  
JOHN R. LYONS  
VICTOR J. CAMPI  
JOHN P. DEVLIN  
[redacted]

In addition, it is recommended a letter of commendation be directed to SA ROBERT G. OSBORNE, who assisted in the surveillance incident to the contact with this source on Thursday, 7/12/56. This Agent, although assigned to another Security Squad in the office, volunteered for this assignment and very capably discharged his responsibilities.

It is felt that all of the above named Agents displayed a very high degree of alertness, effectiveness and good judgment in the discharge of their individual assignments, without which it would have been impossible to contact this source. It is also believed that the

COPY - 137

Letter to DIRECTOR, FBI

success of the operation was largely due to the initiative, resourcefulness and excellent planning of SAs GERHARD P. HUNDT and BILLIE D. WILLIAMS. Separate communications are being furnished the Bureau recommending that SAs HUNDT and WILLIAMS be considered for an Incentive Award.

Due to nature of the development of instant source, it was not possible to present this to the Bureau for their authority until practically the last minute. It was presented to and acted upon immediately by Inspector JOSEPH SIZOO. It is my feeling that the expeditious and forthright handling of this matter by Inspector SIZOO should also be commended by the Bureau.

Sizoo advised he should not be considered for commendation.

CRD

7/26/56.



## PAST SAFE DRIVING RECORD CERTIFICATION

TO BE FILLED IN BY OPERATOR

NAME OF OPERATOR (PRINT - LAST, FIRST, MIDDLE INITIAL)

SIZOO, Joseph A.

DATE

6-7-56

DIVISION AND SECTION ASSIGNED

Domestic Intelligence (Front Office)

POSITION TITLE

Inspector

THIS IS TO CERTIFY THAT I PRESENTLY ☒ HOLD ☐ DO NOT HOLD A VALID MOTOR VEHICLE OPERATOR'S PERMIT OR DRIVER'S LICENSE.

PERMIT ISSUED BY:

(STATE, TERRITORY  
POSSESSION, DISTRICT)

VIRGINIA

PERMIT NUMBER

83110

PERMIT EXPIRES

8-31-57

THIS IS AN UNRESTRICTED (~~RESTRICTED~~) PERMIT. (IF RESTRICTED, EXPLAIN BELOW)  
(STRIKE OUT ONE)THIS FURTHER CERTIFIES THAT DURING THE PAST THREE YEARS I HAVE DRIVEN A MOTOR VEHICLE (GOVERNMENT OR PERSONALLY OWNED) APPROXIMATELY 25,000 MILES. DURING THIS TIME (A) I ☐ HAVE ☒ HAVE NOT RECEIVED A TRAFFIC VIOLATION TICKET; (B) I ☐ HAVE ☒ HAVE NOT BEEN HELD AT FAULT\* AS THE DRIVER OF A MOTOR VEHICLE INVOLVED IN A TRAFFIC ACCIDENT. IF AFFIRMATIVE ANSWER, PLEASE EXPLAIN IN ADJACENT SPACE GIVING NUMBER AND DATES OF OFFENSES.

\* "AT FAULT" MEANS ANY CASE IN WHICH RESPONSIBILITY IS CONCEDED BY EMPLOYEE OR HIS INSURANCE COMPANY OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.

SIGNATURE OF OPERATOR

NAME OF REVIEWING OFFICIAL (PRINT - LAST, FIRST, MIDDLE INITIAL)

BELMONT ALAN H.

POSITION TITLE

Assistant Director

DATE

6/11/56

THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING THE PAST THREE YEARS:



CONTINUOUS SAFE DRIVING RECORD



INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT FAULT \*\*

I CERTIFY THAT THIS EMPLOYEE IS:



QUALIFIED ON THE BASIS OF HIS SAFE DRIVING RECORD TO OPERATE MOTOR VEHICLES ON OFFICIAL BUSINESS.



NOT QUALIFIED AND MUST DEMONSTRATE HIS QUALIFICATIONS BY SATISFACTORILY PASSING A ROAD TEST EXAMINATION BEFORE OPERATING A MOTOR VEHICLE ON OFFICIAL BUSINESS.

REMARKS:

67 - NOT RECORDED

5 JUN 25 1956

\*\* "AT FAULT" MEANS ANY CASE IN WHICH THE BUREAU HAS TAKEN DISCIPLINARY ADMINISTRATIVE ACTION AGAINST THE EMPLOYEE.

SIGNATURE OF REVIEWING OFFICIAL

TO BE FILLED IN BY REVIEWING OFFICIAL

# PHYSICAL FITNESS INQUIRY FOR MOTOR VEHICLE OPERATORS

1. LAST NAME—FIRST NAME—MIDDLE NAME <b>SIZOO, Joseph Alexander</b>		2. DATE OF BIRTH <b>8-23-1910</b>		3. TITLE OF POSITION <b>Inspector</b>	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) <b>4731 Old Dominion Drive, Arlington, Va.</b>				5. EMPLOYING AGENCY <b>Federal Bureau of Investigation, Justice</b>	
6. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)					
YES		NO			
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Poor vision in one or both eyes	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Eye disease	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Poor hearing in one or both ears	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Diabetes	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Palpitation, chest pain or shortness of breath	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Dizziness or fainting spells	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Frequent or severe headaches	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		High or low blood pressure	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Drug or narcotic habit	
YES		NO			
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Arthritis, rheumatism, swollen or painful joints	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Loss of hand, arm, foot, or leg	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Deformity of hand, arm, foot, or leg	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Nervous or mental trouble of any kind	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Blackouts or epilepsy	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Sugar or albumin in urine	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Excessive drinking habit (ALCOHOL)	
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Other serious defects or diseases	
7. IF YOUR ANSWER IS "YES" TO ONE OR MORE OF THE ABOVE QUESTIONS, EXPLAIN FULLY IN THIS SPACE:  					
8. (A) DO YOU WEAR GLASSES? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO      (B) DO YOU WEAR CONTACT LENSES? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (C) DO YOU WEAR A HEARING AID? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
I certify that my answers above are full and true, and I understand that a false statement or dishonest answer to any question may be grounds for cancellation of my eligibility or my dismissal from the service and is punishable by law.					
SIGNATURE, <b>Joseph A. Sizoo</b>			DATE, <b>June 7, 1956</b>		

## REVIEW AND CERTIFICATION BY DESIGNATED OFFICIAL

I certify that I have reviewed this physical fitness inquiry form and other available information regarding the physical condition of the applicant, and that I have made the following determination:

- ☒ There is no information on this form or otherwise available to indicate that the applicant should be referred for physical examination.
- ☐ On the basis of items checked on this form or other information, this applicant must be referred for physical examination before he is authorized to operate a Government-owned motor vehicle or his current authorization is renewed.
- ☐ Items checked on this form or otherwise available do not warrant referral for medical examination because of the following facts:

67 - NOT RECORDED  
5 JUN 25 1956

SIGNATURE OF DESIGNATED OFFICIAL <i>Asst. Belmont</i>	DATE <i>June 11, 1956</i>
--	------------------------------

TO: Mr. L. V. Boardman

COPY 138  
DATE: April 3, 1956

FROM: Mr. A. H. Belmont

SUBJECT: COMMUNIST PARTY, USA - Brief  
(Prosecution of Additional Communist  
Functionaries Under the Smith Act -  
New Haven)  
Internal Security - C O

SYNOPSIS:

J. A. Sizoo

New Haven Smith Act conspiracy trial involving eight defendants commenced 10-14-55 and concluded 3-29-56 when jury returned a verdict. On attached memorandum reflecting the verdict, the Director noted "See that proper recognition is given Bureau personnel participating in this case. H." By letter 3-29-56, SAC Casper, New Haven, recommended incentive awards ranging from \$50 to \$225 for eight New Haven Agents and a general letter of commendation to the New Haven Office which would comment specifically on contributions of clerical and stenographic personnel. SAC Casper being recommended for letter of commendation since he had over-all responsibility for investigation and problems in connection with prosecution of case. Supervisor P. W. Dise, Domestic Intelligence Division, being recommended for reallocation from from Grade GS-13 to GS-14 in view of excellent supervision at Seat of Government (SOG). Dise assigned to SOG on 7-2-51 and will have completed five years of continuous service at SOG on 7-1-56. Annual efficiency rating on Dise attached for consideration in connection with this matter.

RECOMMENDATIONS:

1. The Domestic Intelligence Division concurs with the recommendations for incentive awards as submitted by SAC Casper and concurs with the SAC's recommendation that a letter of commendation be addressed to the New Haven Office in which specific recognition is given to stenographic and clerical personnel of that Office.

2. It is recommended that SAC Casper be awarded a letter of commendation for his excellent over-all supervision of this matter in the New Haven Office.

cc: Mr. Boardman  
Mr. Belmont  
Mr. Baumgardner  
Administrative Division

Memo Edwards  
to Mohr 4/4/56  
NEM/mmn

FJB:nbs

36 APR 25 1956

ORIGINAL FILED IN 67-157897-1283

Memorandum for Mr. Boardman

3. It is recommended that SOG Supervisor P. W. Dise be considered for reallocation from Grade GS-13 to GS-14.

4. Subject to your approval, it is recommended this memorandum be routed to the Administrative Division for appropriate action.

See Addendum Page 6 CR

DETAILS:

New Haven Smith Act trial commenced 10-14-55 with eight defendants. The trial was completed on 3-29-56 when the jury returned a verdict of guilty as to six defendants, acquitted one defendant, and could not agree as to one defendant. By attached memorandum dated 3-29-56, the results of the trial were set forth on which memorandum the Director noted "See that proper recognition is given Bureau personnel participating in this case. H."

Field Office Personnel:

By letter dated 3-29-56 SAC Casper, New Haven submitted recommendations for recognition of New Haven personnel involved. The recommendations include eight incentive awards and, since the New Haven Office is relatively small, Casper recommended a letter to the New Haven Office commending all employees for their efforts in this case with specific comment being made concerning the part played by stenographic and clerical employees.

Incentive Awards Recommended:

1. ASAC Albert J. Rushing, Jr. - \$200  
Rushing had direct responsibility for supervision of the eight cases under the over-all supervision of the SAC. He gave freely of his own time, averaging four hours, six minutes daily over-time since August, 1955, to become familiar with the cases and to direct the squad handling the cases to its ultimate goal.

b6

2. SA [ ] - \$200

[ ] has participated in handling matters directly related to these cases since the return of the

## Memorandum for Mr. Boardman

indictment in June, 1954. He participated extensively in conferences with Government attorneys regarding witnesses and evidence. He initiated necessary action on the basis of his own knowledge and judgement which contributed materially to successful prosecution.

## 3. SA Lloyd S. Goodrow - \$175.

This Agent handled two active security informants who became key witnesses, one of whom he had been successful in reactivating in 1948, despite her reluctance to serve as an informant. He arranged and handled conferences between the informants and the attorneys, including interviews at his home at considerable personal inconvenience, to assure security of the informants until their appearance as witnesses.

## 4. SA [redacted] - \$225

[redacted] was the principal coordinating Agent for the case and functioned as liaison Agent with Government attorneys. He handled numerous matters relating to the obtaining of evidence, locating and contacting prospective witnesses and correlating information pertinent to prosecution. He used his knowledge and judgement to initiate necessary action and devoted much of his own time to the case at great personal sacrifice including periods of illness in his family.

## 5. SA Edward R. Whalen - \$150.

This Agent has handled one of the informants, who became a key local witness at the trial, since 1951. He set up conferences with Government attorneys under secure conditions, frequently at night and on weekends. The informant's reluctance to testify was overcome by Whalen and by his superior guidance, the informant was developed as a willing witness. He overcame many other problems in connection with the informant with the result that the informant became a Communist Party member in 1952, thereby enhancing his value and resulting in his services being of considerable value to New Haven.

## 6. SA Salvatore F. Ducibella - \$100.

Ducibella acted as observer in the courtroom and prepared the daily summary of events and developments in the courtroom. He prepared detailed daily summaries for the Bureau which require absolute accuracy and completeness and necessitated his close and undeviating attention in the courtroom during the five months the trial was in progress. He was under considerable pressure at all times and was responsible to see that pertinent events and developments were brought to the attention of appropriate personnel and the Bureau expeditiously.

COPY 148

7. SA Winthrop A. Young - \$100.

This Agent successfully and intelligently handled two former informants who were important local witnesses at the trial. One of these had never before appeared as a witness and interviews with Government attorneys required careful handling to assure that the defense did not become aware that the informant was to testify. Young located and reviewed informant reports and other material submitted by the informants during the trial when their production was called for by the judge and when time was of the essence.

8. SA Louis P. Hurley - \$50.

Hurley was responsible for the administrative handling of all exhibits used during the trial including locating, indexing, and making available all necessary items to be used by Government attorneys during the trial. This procedure required accuracy and called for complete availability of pertinent exhibits necessitating close attention by Hurley during the entire five months the trial was in progress.

SAC Casper had full and complete responsibility for the overall assignment of duties and supervision of this case. He has closely watched the progress of the case and has used initiative and good judgement in handling all assignments in connection therewith. In view of his excellent handling of this case, it is believed that he should receive appropriate individual recognition.

SOG Personnel

The New Haven Smith Act case has been assigned to Supervisor P. W. Dise since 1952. The investigations, during the period when data was being gathered for prosecutive purposes, were supervised by this Agent who, through his familiarity with the type of evidence needed to support successful prosecution, was able to give guidance and direction to the field. He was constantly alert to suggest potential witnesses and to give the field pertinent instructions regarding interviews with such persons. Several of the defendants in this case were in the Communist Party underground apparatus when the Department decided to initiate prosecution. Investigations to locate these underground subjects were directed by Dise with the result that all defendants were apprehended and were available for prosecution. Dise directed the apprehensions and supervised all preparations for the trial itself, which lasted from 10-14-55 to 3-29-56.

COPY 148

Prior to the start of the trial, Dise issued detailed instructions to New Haven with respect to the handling of specific problems which could be anticipated in connection with a Smith Act trial. These instructions were based on Dise's knowledge gained from his experience in supervising Smith Act Trials over a period of several years and were of inestimable value to New Haven in recognizing potential problems before they arose and in handling them if and when they did arise.

In preparing for trial, New Haven submitted voluminous requests for exhibits. By diligent attention to details and by undertaking research when necessary, this supervisor was able to supply New Haven with the material needed for trial. Since active informants were to be used as witnesses, Dise gave detailed and specific instructions to the field as to how these informants should be handled to preclude their disclosure as witnesses prior to trial. This was particularly difficult in New Haven since the Communist Party was making a concentrated effort to determine the identities of Government witnesses and was attempting to obtain signed statements from the informants to the effect that they had never heard the defendants advocating forceful overthrow of the Government. By careful guidance, they were preserved as surprise witnesses. In addition to the problems which arose prior to trial, numerous complex problems arose during the trial which necessitated immediate attention and prompt action by the SOG supervisor. During the trial, the defense filed a number of motions requiring the production of Bureau records and calling for issuance of subpoenas directed to the SAC to produce these records. A tactic never before used by the defense was initiated in this trial when a defense subpoena was directed to the SAC to produce records regarding surveillances conducted on the defendants. In all instances, where subpoenas were served or motions presented, Dise acted capably and promptly in protecting the Bureau's interest and, when necessary, furnished detailed instructions to New Haven outlining the procedures to be followed to prevent disclosure of confidential Bureau records and possible embarrassment to the Bureau. The SAC was protected to the extent that he did not have to take the witness stand at any time.

Memorandum for Mr. Boardman

During the period the New Haven trial was in progress, Dise also supervised the Smith Act membership trial of [redacted] in Philadelphia, is supervising the preparations for trial of case of [redacted] and the San Juan Smith Act conspiracy case involving 11 defendants. He has given enthusiastic and diligent attention to detail and, when the occasion demanded, worked long hours without regard for personal convenience. b6

In view of the excellent manner in which Dise handled the supervision of the New Haven Smith Act trial plus the over-all excellent manner in which he has performed generally, it is felt that he is deserving of special commendation. Ordinarily, he would be recommended for a cash award. However, in view of the fact that he has been performing continuously in a supervisory capacity at the Seat of Government since July 2, 1951, it is recommended that instead of a cash award, he be promoted at this time to Grade GS-14.

ACTION:

Det. handled sep.

There is attached a regular annual efficiency report on Mr. Dise which covers the period from April 1, 1955, to March 31, 1956.

In the event you agree, it is recommended this memorandum be routed to the Administrative Division for appropriate consideration.

ADDENDUM: AHB:mn; 4-3-56

Inspector J. A. Sizoo and Section Chief Baumgardner shared responsibility for over-all supervision of this case. They made many helpful suggestions throughout the trial and conferred with Departmental attorneys and the SAC at New Haven on numerous occasions in thrashing out difficult problems. I recommend they both be commended.

4-4-56-Belmont, for his close attention and over-all supervision, should also be commended.  
LVB.



Copy-94

Joseph A. Sizoo

TO : Mr. Mohr

FROM : H. L. Edwards

SUBJECT: COMMUNIST PARTY, USA - Brief  
(Prosecution of Additional Communist  
Functionaries Under the Smith Act -  
New Haven  
Internal Security - C  
INCENTIVE AWARD AND COMMENDATION MATTER

Attached memorandum from Mr. Belmont to Mr. Boardman dated 4/3/56 sets out detailed information regarding recommendations for cash awards and commendation for employees in New Haven and at Seat of Government who participated in Smith Act trial at New Haven which was successfully concluded 3/29/56 with the conviction of 6 of the 8 defendants. One defendant found not guilty and jury unable to reach verdict regarding another. Trial began 10/14/55 and concluded 3/29/56. Director instructed proper recognition be given Bureau personnel participating in this case.

SAC, New Haven, recommended (Mr. Belmont and Mr. Boardman concurred) cash awards for ASAC Albert J. Rushing, Jr., (\$200) and SAs [redacted] (\$200), Lloyd S. Goodrow (\$175), Edward R. Whalen (\$150), [redacted] (\$225), Salvatore F. Ducibella (\$100), Winthrop A. Young (\$100), and Louis P. Hurley (\$50). ASAC Rushing had direct supervision of 8 cases involved under over-all supervision of SAC. SA [redacted] participated in entire matter since June, 1954, handling conferences with Government attorneys regarding witnesses and evidence. SA Goodrow handled two active informants who were key witnesses and arranged and handled conferences between informants and attorneys, several of which took place in agent's home for security reasons. SA [redacted] was principal coordinator for case, functioning as liaison agent with attorneys. SA Whalen handled one informant since 1951 who became key witness and arranged and handled conferences between informant and attorneys. SA Ducibella acted as observer in courtroom and prepared daily summaries of events and of developments in court. SA Young handled two former informants who were important local witnesses at trial and handled conferences between these informants and attorneys, insuring absolute security. SA Hurley was responsible for administrative handling of all exhibits used during trial including locating, indexing and making available all necessary items to be used by Government attorneys during trial. All of these agents carried out their assignments in an excellent manner with no thought for their own personal convenience.

Enclosures  
NEM:rmr

(2) APR 23 1956

ORIGINAL FILED IN 67-157897-1285

SA [ ] SAC Rushing EOD as SA 2/9/42, presently GS-14, \$10,320. EOD as SA 7/10/50, presently GS-11, \$6605. SA Goodrow EOD as SA 9/8/41, presently GS-13, \$9420. SA Manning EOD as SA 4/5/43, presently GS-13, \$9205. SA Whalen EOD 5/19/41, presently GS-13, \$9635. SA Ducibella EOD 11/25/40, presently GS-13, \$9420. SA Young EOD as SA 7/25/49, presently GS-12, \$7570. SA Hurley EOD 4/1/41, presently GS-13, \$9420. Personnel files of these agents contain no information which would preclude their receiving cash awards in regard to this Smith Act trial; however, SA [ ] was censured 7/18/55, SA Ducibella-7/14/55, and SA Young-6/14/55 for errors in communications which they prepared involving three of the defendants. b6

Domestic Intelligence Division recommended (Mr. Belmont and Mr. Boardman concurred) that SA Preston W. Dise, who supervised this Smith Act trial at SOG, be reallocated from Grade GS-13 to Grade GS-14. Dise supervised the New Haven Smith Act case since 1952, including investigations conducted prior to actual prosecution. He consistently guided and directed the New Haven Office in the investigations and was constantly alert to make suggestions prior to and during the trial. Prior to the trial, he issued specific instructions with respect to handling of specific problems which could be anticipated, based on his experience in supervising other Smith Act trials. He issued specific instructions to New Haven on the handling of informants who were to be used as witnesses so that their identities were preserved as surprise witnesses. During period New Haven trial was in progress, Dise also supervised Smith Act membership trial of [ ] in Philadelphia for which a letter of commendation has been directed to him under date of 4/5/56. He is also supervising the preparation for trial of Emanuel Blum case and the San Juan Smith Act conspiracy case involving 11 defendants. He has given enthusiastic and diligent attention to detail and, when occasion demanded, worked long hours without regard to personal convenience. b6

SA Dise EOD 6/8/42, presently GS-13, \$9635 per annum. He has been a supervisor at SOG since 7/2/51 and would normally be considered for reallocation to Grade GS-14 after completing five years as an SOG Supervisor on 7/2/56. His services as an SOG Supervisor have been entirely satisfactory and no administrative action has been taken against him as such. Since 7/2/51, he has been commended on two occasions and, as noted above, a third letter of commendation is being directed to him under date of 4/5/56. On 3/28/54 he received a meritorious salary increase for his outstanding supervision of the investigation and trial of a group of Smith Act subjects in Detroit. On his 1956 annual performance report, he was rated satisfactory and comment was made that he is ready to assume the responsibilities of an ASAC.

Domestic Intelligence Division recommended that SAC, New Haven, be commended as he had over-all responsibility for investigation and problems in connection with prosecution of case and that clerical and stenographic personnel involved in New Haven be commended through the SAC. Mr. Belmont concurred and recommended that Joseph A. Sizoo, Inspector in Charge of the Internal Security - Liaison Branch, and Fred J. Baumgardner, Chief of the Security Section, be commended as they shared responsibility for over-all supervision of case at SOG. They made helpful suggestions throughout trial and conferred with Departmental attorneys and SAC, New Haven, on numerous occasions, thrashing out difficult problems. Mr. Boardman concurred in Mr. Belmont's recommendation and also recommended that Mr. Belmont be commended for his close attention and over-all supervision of this case.

It appears that the performance of SAs [redacted], Goodrow, [redacted] Whalen, Ducibella, Young and Hurley have been such as to warrant cash awards. They have met the standard of the Incentive Awards Program dealing with performance which has involved the overcoming of unusual difficulties. It appears that the responsibilities of SAs [redacted] Goodrow, Ducibella, Whalen and [redacted] were greater than those of other agents involved. Based on tables<sup>b6</sup> set out in Bureau's Incentive Awards Plan for determining amount of awards their performance is considered of moderate value and broad application to Bureau's work, entitling them to awards of from \$150 to \$300. The performance of SAs Hurley and Young is considered to be of minor value and broad application entitling them to an award of from \$50 to \$100 each.

#### RECOMMENDATIONS:

1. That the following employees of the New Haven Division be approved for awards in the designated amounts for their performance in connection with pre-trial and trial activities relating to this Smith Act case.

a. SAs [redacted] and Ducibella \$200 each. SA Ducibella present at counsel table during entire trial. SA [redacted] coordinated all activity outside of the courtroom prior to and during trial.<sup>b6</sup>

Recommend \$150 each	I agree	Letters &
JPM	GAN	authorizs.
4/5		4/6/56
		lh

b. SAs Goodrow and Whalen \$150 each. They handled current informants and prepared these informants as witnesses for trial.

I agree	I agree	Letters & authorizs.
JPM	GAN	4/6/56
4/5		lh

Copy-94

c. SAs Young and Hurley \$100 each. SA Hurley handled exhibits during trial. SA Young handled 2 former informants and prepared them for trial.

Recommend \$150 each.

JPM  
4/5

I agree  
gan

Letters and authorizations  
4/6/56  
lh

b6

2. SA [ ] has been in Grade GS-11 since 5/10/53 and would normally be considered for reallocation to Grade GS-12 on 5/10/56. Although he was censured on 5/8/55, in view of his work in regard to this Smith Act trial and as his over-all record is above-average, it is recommended that he be reallocated to Grade GS-12 now and advised that this accelerated reallocation is in recognition of his fine work in connection with the Smith Act trial.

ff prep  
Letter to [ ]  
4/6/56  
MA/cmd

I agree  
JPM  
4/5

I agree  
GAN

3. ASAC Rushing, who was directly responsible for the supervision of the 8 cases involved in this trial, is in Grade GS-14. On the basis of the information submitted, it does not appear that his performance in this matter has gone above and beyond the normal of that expected of an ASAC. It is, therefore, recommended that he be commended for his supervision of the cases involved in this Smith Act trial.

I agree  
JPM  
4/5

I agree  
gan

Done  
4/6/56

4. SA Preston W. Dise would not normally be considered for reallocation to Grade GS-14 until 7/2/56 when he would have completed five years as an SOG Supervisor. In view of his over-all above-average record as a Bureau supervisor and in view of his excellent work in connection with the New Haven Smith Act trial, as well as other such trials, it is recommended that he be reallocated to GS-14 now. He should be advised that his accelerated reallocation is in recognition of his excellent supervision of this Smith Act trial, as well as other trials of this nature.

Letter to Dise  
& ff prepared 4/6/56  
MA/cmd

I agree  
JPM  
4/5

I agree  
gan

Copy-94

5. That SAC, New Haven, be commended for his over-all supervision of this case in the New Haven Office and that the clerical and stenographic personnel who participated in this matter be commended through him.

I agree  
JPM  
4/5

I agree  
GAN

Done  
4/6/56  
1h

6. That Inspector Joseph A. Sizoo and Section Chief Fred J. Baumgardner be commended for their over-all supervision of this case at the SOG.

I agree  
JPM  
4/5

I agree  
GAN

Done  
4/6/56 1h

7. That Assistant Director Belmont be commended for his close attention and over-all supervision of this matter.

I agree  
JPM  
4/5

I agree  
GAN

Done  
4/6/56 1h

b6

PERMANENT BRIEFS OF THE FILES OF GOODROW, [REDACTED] WHALEN, DUCIBELLA,  
YOUNG, HURLEY, [REDACTED] RUSHING AND DISE ARE ATTACHED.

USCIB: 5.1/18

7 September 1955

MEMORANDUM FOR THE MEMBERS OF USCIB:

Subject: Change in FBI Alternate Representative on USCIB.

The Director of the Federal Bureau of Investigation has informed the Chairman, USCIB of the designation of Mr. J. A. Sizoo to replace Mr. V. P. Keay as the FBI alternate representative on USCIB.

*H. D. Jones*  
H. D. JONES

Acting Executive Secretary, USCIB

ORIGINAL FILED IN 64-34341-1  
not Recorded  
United States Communications Intelligence Board - Administrative

64-34341-1  
NOT RECORDED  
16 DEC 28 1955

USCIB: 5.1/18

53 JAN 12 1956

PER. FILES

64-34341

~~SECRET~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED EXCEPT  
WHERE SHOWN OTHERWISE

STANDARD FORM NO. 64

Per OGA letter dated 2/7/11.

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Belmont

EXEMPTED FROM AUTOMATIC  
DECLASSIFICATION

AUTHORITY DERIVED FROM:

FBI AUTOMATIC DECLASSIFICATION GUIDE

TR: December 13, 1955

FROM : R. R. Roach

EXEMPTION CODE 25X(1)  
DATE 02-15-2011

SUBJECT: COMMUNIST PARTY, CUBA  
COMMUNIST PARTY, MEXICO

*Domestic Intelligence Division*

Reference is made to my memoranda of 12/12/55 and  
12/13/55.

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

(S) memorandum of 12/12/55, [redacted] In my  
about 20,000 Communist Party members in Cuba and if conditions were  
favorable, another 20,000 people could be counted on to vote with the  
Party as sympathizers. I advised you in my memo of 12/13/55 that the  
figure in each instance should have been 25,000 and the error was made  
by the Liaison Section. b1  
b3  
b6

In order to fix responsibility for this error, the following  
has been determined:

*J. A. Sizoo*  
The memorandum of 12/12/55 was dictated, together with other  
dictation, on the morning of 12/12/55 by Agent Sam J. Papich to  
stenographer [redacted] Her shorthand book indicates  
the dictation reads as, "about 20,000 Communist Party members in Cuba  
and if conditions were favorable, another 25,000 people," the first  
figure, of course, being an error and the second being consistent with  
[redacted] In order to handle his liaison work, Agent Papich  
did not wait for the completed transcription of this memorandum. The  
memorandum was completed by [redacted] and, as is the procedure  
under such circumstances, it was, in my absence, given to Norman W.  
Philcox, Number One Man of the Liaison Section, for approval and for-  
warding. In view of the time element and the necessity for getting  
to appropriate Bureau officials important memoranda such as the memo  
in question, it was not held for Agent Papich's return to the building  
late in the afternoon. Agent Philcox reviewed this memorandum very  
carefully. He also reviewed the attachment, but failed to note the  
discrepancy in the figures. b6  
b3

The original error here is in part dictation and in part  
transcription, and was not detected during the reviewing process. The

RRR:lw/mls

(7) Enclosures (3)

- 1 - Mr. Belmont
- 1 - Mr. Boardman
- 1 - Mr. Mohr
- 1 - Mr. Philcox
- 1 - Mr. Papich
- 1 - Mr. Roach

~~SECRET~~

53 JAN 4 1956

149000-2175  
215028  
FEB 1956

~~SECRET~~

b6

Rewrite - Memo Mr. Roach to Mr.  
Belmont 12-13-55 re CP, CUBA;  
CP, MEXICO

Mr. Belmont  
Mr. Boardman  
Mr. Mohr  
Mr. Philcox  
Mr. Papich  
Mr. Roach

Memorandum for Mr. Belmont

stenographer responsible, [redacted], has an outstanding record in the Bureau and is considered an excellent employee. Only recently she was recommended for an Incentive Award of \$125 for sustained superior performance. This error has been called to her attention and she indicated she would put forth every effort to avoid such a mistake in the future. Agent Papich, who dictated the figure erroneously, using in one instance 20,000 when he should have used 25,000, is an excellent Supervisor. He is very meticulous in his work and has in the past performed nearly error free work. Papich realizes the seriousness of the mistake in reporting an incorrect figure and has assured me he will make efforts to avoid any recurrence in the future. Mr. Philcox, who reviewed and approved this memorandum, has an outstanding record as a Supervisor at the Seat of Government. His attention to detail in assisting in running the Liaison Section is above average and the error he overlooked in this instance in no way indicates the type of performance he is doing. It should be further noted that there have been no errors charged to the Liaison Section for the past three weeks' rating periods, which indicates the work in the Section has been very carefully checked by Agent Philcox and myself.

RECOMMENDATION

As to personnel of the Liaison Section -

(a) In view of the fact that there was an error in transcription which should have been detected by a competent stenographer such as [redacted] it is recommended that she be given a letter of censure.

*Agree*  
*John*  
*12-16*  
*Agree*  
*12-21*  
*Yes H. V. [signature]*

(b) Since the stenographer's notes indicate that Agent Papich may have dictated one erroneous figure, it is recommended that he be given a letter of censure.

*Recommend no action. Papich had no chance to review finished product.*  
*John*  
*12-16*  
*I concur*  
*Agree*  
*12-21*

(c) Since the error left the Section undetected at the time Agent Philcox reviewed this memorandum, it is recommended that he too be given a letter of censure. Background material was attached.

~~SECRET~~



~~SECRET~~

Memorandum for Mr. Belmont

ADDENDUM - 12-14-55 (A. H. BELMONT)

Since Messrs. <sup>J.A.</sup> Sizoo and <sup>A.H.</sup> Belmont read this memorandum and did not detect the error, we should each be censured.

12/14/55 - Mr. Scatterday and I also read the memorandum and should be censured.

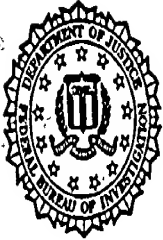
L. V. SCARDMAN

12-21  
Jaguer

12-16  
Jaguer

LVB  
12-21  
Jaguer

~~SECRET~~



FD-253 (11-22-54)

UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to  
File No.Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Dorothy T. Sizoo Relationship Wife Date 3/7/56  
Address 4731 Old Dominion Drive, Arlington, Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name Dorothy T. Sizoo Relationship wife Date 3/7/56  
Address 4731 Old Dominion Drive, Arlington, Va.

67 - NOT RECORDED

MAR 9 1956  
MAR 7 1956

Very truly yours,

Joseph A. Sizoo  
Special Agent

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

3-27-56

I certify that I have ~~received~~ the following Government property for official use:  
returned

Operations and Procedures Manual on Personnel Matters #2

26  
67-NOT RECORDED

8 MAR 27 1956

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

FILE  
3-M

PER *[Signature]*

Very truly yours,

*Joseph A. Sizoo*  
Joseph A. Sizoo, SA

October 24, 1955

Mr. S. J. Kidd  
President  
Circle Club of Master Masons  
Office of the Collector of Taxes  
Room 120, District Building  
Washington 4, D. C.

Dear Mr. Kidd:

Thank you for your kind letter of  
October 19, 1955, concerning the address by  
Inspector Joseph A. Sizoo on October 17, 1955,  
before the Circle Club of Master Masons.

It is indeed gratifying to receive  
such generous remarks, and I am making them  
available to Mr. Sizoo. I know he enjoyed  
meeting with you on this occasion.

Sincerely yours,

cc - Inspector Joseph A. Sizoo, with copy of incoming.  
cc - Personnel File of Inspector Joseph A. Sizoo, with copy  
of incoming.

NOTE: Mr. Sizoo addressed the Circle Club of Master Masons  
at American Legion Headquarters, Washington, D. C., at 9:00  
p.m. on October 17, 1955.

Joseph A. Sizoo EOD 7-10-35 as Messenger; 11-1-38  
as SA, GS-16, assigned Domestic Intelligence.



GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL ADMINISTRATION

FINANCE OFFICE:  
ACCOUNTING OFFICE  
DISBURSING OFFICE  
OFFICE OF THE ASSESSOR  
OFFICE OF THE COLLECTOR OF TAXES



October 19, 1955

OFFICE OF THE COLLECTOR OF TAXES  
ROOM 120, DISTRICT BUILDING  
WASHINGTON

Mr. Tolson ✓  
Mr. Boardman ✓  
Mr. Nichols ✓  
Mr. Belmont ✓  
Mr. Harbo ✓  
Mr. Mohr ✓  
Mr. Parsons ✓  
Mr. Rosen ✓  
Mr. Tamm ✓  
Mr. Holloman ✓  
Miss Gandy ✓

J. Edgar Hoover, Director,  
Federal Bureau of Investigation,  
United States Department of Justice,  
Washington, 25, D. C.

Dear Mr. Hoover:

On Monday evening, October 17, 1955, Mr. Joseph A. Sizoo, of the Washington Headquarters, appeared, and made a speech to the Circle Club of Master Masons at the Kenneth-Nash American Legion Post Hall, 3rd and D Streets, S. E.

Arrangements for Mr. Sizoo's appearance were made with you by [redacted] a Circle Club member, and Chairman of our Entertainment Committee.

Mr. Sizoo presented us with a most enlightening view of the B. I. and its functions, and, as a representative of the Club I wish to extend my sincere thanks to him for making the appearance, and to you for authorizing him to do so.

With kindest personal regards, I am,

Very truly yours,

*S. J. Kidd*  
S. J. Kidd, President,  
Circle Club of Master Masons.

EXP. PROC.

OCT 20 1955

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

Sept. 13, 1955

I certify that I have received the following Government property for official use:  
returned

Fifth Floor Master Key

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

Very truly yours,  
*J. A. Sizoo*  
J. A. Sizoo

FILE  
3-M

# UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 8/22/55

FROM : H. L. Edwards

SUBJECT: DANIEL ABRAM EVERHART, WAS., FUGITIVE  
I. O. #3799  
UFAP - Robbery  
Ten Most Wanted Fugitives Program

SA JOHN P. LINEHAN  
Supervisor - Records  
and Communications  
Division  
EOD 3/18/46  
GS-13, \$8990  
Veteran; Not on Probation

Tolson  
Boardman  
Nichols  
Belmont  
Harbo  
Rosen  
Tamm  
Sizoo  
Winterrowd  
Tele. Room  
Holloman  
Gandy

SA John P. Linehan, Crime Records Section, Records and Communications Division, who has been supervising the Top Ten Fugitive Program, prepared a memorandum on the addition of Daniel Abram Everhart to the Top Ten Fugitive List under date of 8/15/55. This memorandum, in the third paragraph, contained the name "Raymond" instead of the name "Everhart" in two places indicating that Raymond, (who was added to Top Ten List immediately before the addition of Everhart,) had replaced Clarence Dye on the list and that Raymond had been charged with Unlawful Flight to Avoid Prosecution for the crime of robbery. This was an error and where the name Raymond appeared the name Everhart should have appeared. This memorandum was distributed to all investigative employees both at the Seat of Government and in the field. It did not receive dissemination outside the Bureau. A corrected memorandum in which the name Everhart has been substituted for Raymond has been prepared and disseminated to all investigative employees 8/18/55.

After SA Linehan approved the memorandum it was approved in turn by SA E. C. Kemper, SA Linehan's Unit Chief, and SA Milton A. Jones, Chief, Crime Records Section. It was then approved by SA R. E. Wick for Mr. Nichols. It was then routed to Investigative Division where it was reviewed and approved by SA F. G. Baggan, SA A. E. Eddy and SA [redacted] approved it for Mr. Rosen. It was then approved by Mr. Scott for Mr. Boardman. It was thereafter approved by Mr. Sizoo for Mr. Tolson and by [redacted] in the Reading Room. It was then disseminated to the field.

SA Linehan has no justification for his mistake; Mr. Kemper is presently on annual leave and no explanation was obtained from him at this time. [redacted] Wick have no excuse to offer. Mr. Sizoo also offered no excuse for his error. SAs Baggan, Eddy and [redacted] offered no excuse for their dereliction; they suggested that the responsibility was to [redacted].

Enclosures (7)  
DCM:ngw (9)  
CC: Mr. Harbo (Sent Direct)  
Mr. Nichols (Sent Direct)  
H. L. Edwards (Sent Direct) Personnel Files of Edward  
A. Jones [redacted], Robert E. Wick.

SENT DIRECT  
8-25-55

4 SEP 26 1955

"Wanted Fugitives" should more appropriately precede the sentence "This is the list" after which follows the listing of the Ten Most Wanted Fugitives and that a separate paragraph should be devoted to process outstanding to appear after the paragraph setting forth the background of the criminal. Investigative Division concurred in this suggestion.

Mr. Nichols recommended that SA Linehan be censured and placed on probation, reduced from Grade GS-13, \$8990 to GS-12, \$8645 and transferred to New York City. He also recommended that SAs Kemper, Jones and Wick be censured and placed on probation. He recommended that [redacted] be censured. Mr. Sizoo recommended censure for himself and Mr. Nichols commented that this is a Records and Communications Division error and "we are responsible." Investigative Division, Mr. Boardman concurring, recommended that SAs Boggan, Eddy and [redacted] be censured. Mr. Nichols commented "they had a right to expect it to be correct and this is Records and Communications Division responsibility." Mr. Scatterday recommended censure for himself and Mr. Boardman agreed.

SA Linehan is a veteran with more than one year's Bureau service and is entitled to 30 days advance written notice under the Veterans Preference Act should he be involuntarily separated from the service, reduced in grade or salary or suspended without pay for more than 30 days. Under this act he would have a right of appeal from such adverse action. On the basis of a set of hypothetical facts presented to him, [redacted] Veterans Service Section, Civil Service Commission, felt that on the facts a demotion would be too harsh disciplinary action, and that in the event of appeal by SA Linehan there would be a good chance of reversal. SAs Kemper, Jones and Wick are non-veterans.

SA Linehan's offices of preference as of 2/1/55 in order are the Bureau, New York and Newark.

RECOMMENDATIONS OF THE ADMINISTRATIVE DIVISION:

(1) It is recommended that in view of the negligence exhibited by SA Linehan in his preparation of this memorandum he be censured and placed on probation.

Still Recommend  
he be transferred

8/25

concur.

Trans Order  
prepared  
8/25

Transferred to  
8/25

-2- 8/25

(OVER)



(2) It is also recommended that before any disciplinary action is taken against SA Kemper his explanation be obtained. He is expected to return from annual leave 9/6/55. After his explanation is obtained, a memorandum will be submitted together with appropriate recommendations.

*Jagme*  
*8/24*  
*✓*  
*gn*  
*8-25*  
*Jagme*  
*8-25*

(3) It is recommended that SA Jones, Chief, Crime Records Section, be censured for his failure to catch the error in this memorandum.

*Still Recommend*  
*Probation*

*Jagme*  
*8/24*  
*✓*  
*gn*  
*8-25*  
*Jagme*  
*8-25*

(4) It is also recommended that SA Wick be censured for his error in this instance.

*Also Recommend*  
*Probation*

*Jagme*  
*8/24*  
*✓*  
*gn*  
*8-25*  
*Jagme*  
*8-25*

b6

(5) It is recommended that  Reading Room, be censured for her failure to detect the error.

*Jagme*  
*8/24*  
*✓*  
*gn*  
*8-25*  
*Jagme*  
*8-25*

(6) It is recommended that Mr. J. A. Sizoo be censured for his failure to detect this error.

*Jagme*  
*8-25*  
*Jagme*  
*8/24*  
*✓*  
*gn*  
*8-25*  
*Jagme*  
*8-25*

(7) It is further recommended that SAs Boggan, Eddy and [redacted] Investigative Division, be censured for their failure to detect this error when they reviewed and approved it for the Investigative Division.

*Jagme*  
*8/24*

*V. per*  
*for*  
*revised*  
*H.*

*8-25*

(8) It is also recommended that Mr. George H. Scatterday be censured for his failure to detect the error involved in this memorandum.

*Jagme*  
*8/24*

*V. per*  
*for*  
*revised*  
*H.*

*8-25*

(9) Administrative Division concurs with recommendation of the Investigative Division that consideration be given to change the format of memoranda regarding the addition of fugitives to the Top Ten list to have the following headings:

- COPY OF CURRENT }  
FORMAT ATTACHED } (1) "The Crime  
(2) The Criminal  
(3) Process  
(4) Ten Most Wanted Fugitives

*Jagme*  
*8/24*

*V. per*  
*for*  
*revised*  
*H.*

PERMANENT BRIEFS OF THE PERSONNEL FILES OF SAs LINBHAM, KEMPER, JONES, BOGGAN, EDDY AND [redacted] AND [redacted] ARE ATTACHED. THE PERMANENT BRIEFS OF THE PERSONNEL FILES OF SAs WICK, SCATTERDAY AND SIZOO HAVE BEEN SENT TO THE DIRECTOR IN CONNECTION WITH OTHER MATTERS.

Mr. A. H. Belmont

9/2/55

Director, FBI

**EXECUTIVE ORDER 10501  
SAFEGUARDING OF OFFICIAL INFORMATION  
IN THE INTERESTS OF THE DEFENSE OF THE  
UNITED STATES**

In response to Mr. Belmont's memorandum to Mr. Harbo dated August 26, 1955, authority is hereby granted to Inspector Joseph A. Sizoo to classify, declassify, upgrade or downgrade defense information in his present capacity as Inspector in Charge of the Internal Security - Liaison Branch, Domestic Intelligence Division.

The name of Inspector Victor P. Keay has been deleted from the previous list of employees in the Domestic Intelligence Division who are to have the above-mentioned authority.

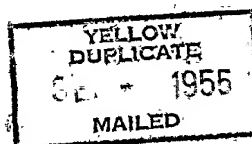
cc - Mr. Mohr (Attention Movement Section) Movement Section should make appropriate adjustments to cards.

cc - Personnel File of Joseph A. Sizoo  
Personnel File of Victor P. Keay

cc - Mr. Scovell

DJD:jla  
(6)

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_



67-NOT RECORDED-1

74 SEP 7 1955

# Office Memorandum • UNITED STATES GOVERNMENT

TO : The Director

DATE: August 12, 1955

FROM : L.V. Boardman

SUBJECT:

LIAISON-INTERNAL SECURITY SECTIONS  
DOMESTIC INTELLIGENCE DIVISION  
VICTOR P. KEAY, INSPECTOR IN CHARGE

Tolson  
Boardman  
Belmont  
Mohr  
Parsons  
Rosen  
Tamm  
Nease  
Tele. Room  
Holloman  
Gandy

I have carefully reviewed the delinquencies existent in the functioning of the Liaison-Internal Security Sections of the Domestic Intelligence Division, headed by Inspector Victor P. Keay, with the view to determining whether any changes are indicated in the management of this operation. Because of the international situation, the Domestic Intelligence Division of the Bureau is an extremely important and sensitive operation. Any malfunctioning of this Division has a potential for causing irreparable damage to the reputation of the FBI.

The Liaison and Internal Security Sections of this Division are particularly sensitive and it is essential that they be under the direct guidance of a man with keen foresight, strict, aggressive leadership qualities, sound judgment and an analytical mind. Although Inspector Keay has some of these qualities, I must conclude that he has exhibited specific shortcomings since he reported to the Domestic Intelligence Division to assume his duties as Inspector in Charge of the Internal Security-Liaison Sections on June 1, 1954, which force me to conclude that he should be relieved of this assignment and transferred to other duties which will be indicated hereinafter. The situations which lead me to this conclusion are summarized below.

By letter dated January 19, 1955, he was censured for faulty judgment in having failed to acknowledge a cablegram request by [redacted] for information concerning [redacted]

By letter dated February 23, 1955, he was censured and placed on probation for failure to recognize the undesirable position in which the Bureau was placed as a result of the substitution of corrected pages in the reports in the files of [redacted]

LVB:WMJ  
(4)

cc - Mr. Mohr

Enclosure

SENT DIRECTOR

RECEIVED - BOARDMAN

2 AUG 30 1955

55 SEP 7 1955

another agency in the manner which was being followed. A substantial volume of corrections in previously disseminated reports were necessary to reflect a change in the reliability of former Confidential Informant Harvey Matusow. A lack of foresight in the handling of this situation resulted in considerable embarrassment to the Bureau.

By letter dated March 10, 1955, he was censured for the dilatory handling by the Internal Security Section of a proposed Letter to All SACs based on a letter dated January 24, 1955, from the Assistant Commissioner of the Immigration and Naturalization Service.

By letter dated April 4, 1955, he was censured for the ineffective operation of personnel of the Internal Security Section in connection with errors in reports received at the Seat of Government from field divisions wherein the supervisors had been insufficiently aggressive in insisting that field divisions comply with existent Bureau regulations relative to the handling of the errors contained in reports from the field.

By letter dated April 28, 1955, he was censured for the ineffective supervision afforded by the Liaison Section to the Mexican Border Coverage Program. Concerning the Mexican Border Coverage Program, the Director commented, "I can't too strongly stress my displeasure with the completely lethargic attitude of the Domestic Intelligence Division which obviously has allowed this whole program to go to seed. Just who has been in charge of it?" Mr. Keay was in charge of the Liaison Section until June 1, 1954, and the Mexican Border Coverage Program was commenced in April, 1948, so that during the majority of the period of time this program was in existence it was under the supervision of Inspector Keay.

By letter dated May 3, 1955, he was censured for approving an improperly prepared letter to all SACs pertaining in part to a revised thumbnail sketch on the Liberty Book Club.

By letter dated August 11, 1955, he was censured for the laxity in the administrative functioning of the Liaison Section which permitted a memorandum dated July 12, 1950, concerning the [redacted] Loyalty of Government Employees, case to be received in the Bureau from G-2 and returned to G-2 without any record having been made of the memorandum or its contents for FBI records. b6

Better foresight and planning could have eliminated or minimized difficulties encountered in an outburst of problems pertaining to control of informants, commencing with the [ ] case in Los Angeles, closely followed by the Harvey Matusow case and others of a similar nature; securing of a relocation site, improper functioning of E. S. Sanders as Executive Secretary of the IIC, and of John F. Sullivan, liaison agent with the Army, in his handling of the [ ] case. These problems arose within the Internal Security and Liaison Sections over which Keay has direct responsibility.

I have discussed with Assistant Director Belmont this recommendation for the replacement of Keay. Mr. Belmont advises that he recognizes that there have been definite deficiencies in these two sections and there have been specific delinquencies attributable to Keay. He feels, however, that Keay, if given another chance, has the ability to rectify the deficiencies existing in these two sections and does not concur in my recommendation.

RECOMMENDATIONS:

1. That Inspector Keay be relieved of his assignment as Inspector in Charge of the Liaison-Internal Security Sections, Domestic Intelligence Division; that he be changed from GS-16 to GS-15 and transferred to the Inspection and Training Division to assume the duties presently being handled by G. A. Nease, assuming that my subsequent recommendation concerning Mr. Nease is approved.

A review of Mr. Keay's personnel file reflects that he has exhibited better-than-average capacity to make analyses of involved Bureau problems, and it is felt his services could be effectively utilized in the Inspection and Training Division for this purpose.

2. That Inspector J. A. Sizoo, if recommendation number one is approved, be transferred to the Domestic Intelligence Division to assume charge of the Internal Security-Liaison Sections.

Inspector Sizoo was in charge of the Internal Security and Liaison Sections from September 15, 1953, to June 1, 1954. I think that this assignment would add the strength to this Division which I feel is urgently needed.

00                      Q 0

This recommendation has been discussed with Mr. Belmont who stated that Sizoo's services were very satisfactory during his assignment in the Domestic Intelligence Division and he concurs in this recommendation, if the Director accepts my recommendation for Keay's reassignment.

*James  
JPM  
6/12/58  
Wor*

3. That Mr. G. A. ~~X~~Nease be transferred from the Inspection and Training Division to Mr. Tolson's Office to assume the duties presently being handled by Inspector Sizoo.

*James  
JPM  
6/12/58  
Wor*

Up-to-date briefs of the files on Inspectors Keay and Sizoo are attached. BRIEF ON NEASE HAS PREVIOUSLY BEEN SENT TO DIRECTOR.

*transmitted  
8-13-58  
JPM  
6/12/58*

*Laque.*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. L. V. BOARDMAN *134-56*  
 FROM : MR. A. H. BELMONT *9*  
 SUBJECT: CHANGE IN BUREAU'S MEMBERSHIP  
ON UNITED STATES COMMUNICATIONS  
INTELLIGENCE BOARD (USCIB)

DATE: August 26, 1955

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

*64-31870*

In view of Mr. J. A. Sizoo's transfer to the Domestic Intelligence Division to replace Inspector V. P. Keay, who has been transferred to the Training and Inspection Division, it is recommended that Mr. Sizoo be designated as the Bureau's alternate representative on USCIB in place of Mr. Keay.

ACTION:

There is attached for your approval a letter to Mr. Allen W. Dulles, Chairman, USCIB, reflecting the above change in the Bureau's alternate representative on USCIB.

Enclosure

MR:mlp

- Letter to Dulles 8/30/55*
- 1 - Mr. Boardman
  - 1 - Mr. Belmont
  - 1 - sec. tick.
  - 1 -
  - 1 - S. J. Nathan
  - 1 - Mr. Kuhre

RECORDED 654

E-81

SEP 2 1955

SEP 2 1955

74 SEP 20 1955

SEP 20 1955

SEP 20 1955



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Nichols

DATE: August 18, 1955

FROM : M. A. Jones

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Harbo	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Sizoo	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

SUBJECT: DANIEL ABRAM EVERHART, WAS., FUGITIVE  
 I. O. #2799  
 UFAP - ROBBERY  
 TEN MOST WANTED FUGITIVES PROGRAM

PURPOSE:

To set forth explanations and recommendations concerning error in memorandum to all investigative employees dated August 15, 1955, with regard to the addition to the Top Ten list of Daniel Abram Everhart.

DETAILS:

Each time a man is added to the Top Ten Fugitives list this section has the responsibility of getting out a memorandum to all investigative employees carrying photograph, description and brief details of the crime. The memorandum on Everhart was prepared under date of August 15, 1955, a copy of which is attached. In the third paragraph of this memorandum the word "Raymond" appears for the word "Everhart" in two places (note underscoring). This memorandum has been mailed and is in the hands of the field.

RESPONSIBILITY FOR THE ERROR:

JOHN P. LINEHAN  
 Special Agent  
 EOD 3-18-46

It is believed that Special Agent John P. Linehan of this section is primarily responsible. He has been supervising the Top Ten Program and prepared this particular memorandum. His explanation is attached. It will be noted that Mr. Linehan has no justification for this mistake. He furnished a rough draft of this particular memorandum to a typist and it is not believed that the typist should be held responsible since the rough draft contained the error.

EDWARD C. KEMPER  
 Special Agent  
 EOD 8-25-47

Mr. Kemper is in charge of the unit which handles the Top Ten Program in this section and is Mr. Linehan's Unit Chief.

Enclosures

MAJ:mcq  
 (2)

53 AUG 31 1955

100334-97

3-10-55

Memorandum to Mr. Nichols

August 18, 1955

Kemper initialed the Everhart memorandum and should, of course, have caught this error. Mr. Kemper is presently on leave and it is, accordingly, impossible to obtain any comments from him in this regard.

MILTON A. JONES  
Special Agent  
EOD 2-6-39

As Chief of the Crime Records Section I likewise read this memorandum and failed to catch the error.

Since the preparation of this memorandum is primarily the responsibility of Crime Records it is not felt that those in other divisions who approved the memorandum should be held responsible.

ACTION TAKEN AND RECOMMENDATIONS:

(1) A new memorandum supplanting the one of August 15th on Everhart is being prepared and will be sent to the field today.

(2) It is recommended that Messrs. Kemper, Linehan and Jones be censured because of their failure to see to it that the Everhart memorandum was accurate.

b6

ADDENDUM: 8-18-55; REW:jec. [redacted] (EOD 5-8-50) of the Reading Room approved the memorandum in question. She handles an extremely large volume of correspondence and is a most conscientious employee. She has no explanation to offer for this error saying that she failed to detect it and regrets the incident exceedingly.

RECOMMENDATION: Censure.

Robert E. Wick of my office (EOD 7-20-42) initialed the memorandum for my office. He states he has no excuse to offer, recognizes the mistake as a stupid one and certainly should have noted the error. He will do his utmost henceforth to avoid a recurrence.

RECOMMENDATION: Censure.

- 2 -

SEE PAGE 3

I approved the memorandum for all employees for Mr. Tolson and there is no excuse for my having failed to note the substitution of the name Raymond instead of Everhart. I certainly regret overlooking this error and will make every effort to avoid a recurrence. I should be censured.

$\frac{1}{x} = x^{-1}$

## Office Memorandum • UNITED STATES GOVERNMENT

TO : M. A. Jones

DATE: August 18, 1955

FROM : J. P. Linehan *JPL*SUBJECT: USE OF NAME "RAYMOND"  
FOR "EVERHART"

ALL INVESTIGATIVE EMPLOYEES MEMORANDUM of August 15, 1955.

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Harbo	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Sizoo	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

In connection with the Ten Most Wanted Fugitives program, the writer prepared an All Investigative Employees Memorandum to announce the addition of Daniel Abram Everhart to replace Clarence Dye, apprehended August 3, 1955.

This memorandum was prepared August 4, 1955, leaving blank the date of release to be inserted after it was set.

The name "Raymond" appeared in this memo in paragraph three, due to the inadvertence of the writer. Jack Harvey Raymond was named to the "Top Ten" list on the afternoon of August 4, 1955. Unfortunately, Raymond's name was prominently in the writer's mind at the time the memorandum on Everhart was prepared. The writer deeply regrets not having detected this inadvertence and will take every measure to insure there will be no recurrence of an incident of this kind.

RECOMMENDATION: For information.

JPL:flp  
(4)

67-100334-97

## Office Memorandum • UNITED STATES GOVERNMENT

TO : All Investigative Employees

DATE: August 15, 1955

FROM : Director, FBI

F.P.C. 19 L 9 U IOX 15  
M 1 U 000

*W* SUBJECT: DANIEL ABRAM EVERHART, WAS. FUG.  
I.O. #2799  
UFAP - ROBBERY  
TEN MOST WANTED FUGITIVES PROGRAM  
RELEASE DATE: AUGUST 17, 1955, P.M.



THE CRIME. Everhart is wanted for violation of the unlawful flight to avoid prosecution for robbery statute. He is sought by the Akron, Ohio, Police Department for three armed robberies and two burglaries which occurred early in 1955. While fleeing from one of the armed robberies, he engaged two pursuing police officers in gun battle, before making good his getaway.

THE CRIMINAL. Everhart has been convicted previously for burglary and larceny, breaking and entering, and operating a motor vehicle without the owner's consent. On June 13, 1954, he escaped from a prison farm at London, Ohio, where he was serving a sentence of three years to forty-five years for burglary. Born at Akron, Ohio, February 22, 1925, he is a white American and has a slender build (5'9" tall, weighs 135 to 145 pounds). His hair is light brown. Eyes are brown. He has a medium complexion. Look for numerous pit scars on his face, an appendectomy scar, tattoo of name "Betty" on outer part of left forearm. He has been employed previously as a laborer, taxi driver, truck driver and as a clerk. He has bragged that he will not be arrested alive.

TEN MOST WANTED FUGITIVES. Raymond replaces Clarence Dye who was apprehended at Milwaukee, Wisconsin, on August 3, 1955. Authorized complaint was filed before a United States Commissioner at Akron, Ohio, on February 1, 1955, charging Raymond with unlawful flight to avoid prosecution for the crime of robbery.

This is the list as of August 17, 1955.

Henry Randolph Mitchell	I.O. #2207	Fleñoy Payne	I.O. #2725
Frederick J. Tenuto	I.O. #2313	Palmer Julius Morset	I.O. #2715
James Eddie Diggs	I.O. #2246	Daniel William O'Connor	I.O. #2658
Charles Falzone	I.O. #2651	Jack Harvey Raymond	I.O. #2789
David Daniel Keegan	I.O. #2707	Daniel Abram Everhart	I.O. #2799

THEY ARE ALL ARMED AND DANGEROUS. If you get any information, give it at once to your SAC or appropriate supervisor.

ENCLOSURE

67-100334-97

CC-5a

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

8/12/55

I certify that I have received the following Government property for official use:

~~returned~~

Fifth Floor Master Key

37 READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

FILE  
3-M

FEK

Very truly yours,  
Joseph A. Sizoo

JOSEPH A. SIZOO

Mr. Tolson	✓
Mr. Boardman	✓
Mr. Nichols	✓
Mr. Belmont	✓
Mr. Ladd	✓
Mr. Clegg	✓
Mr. Glavin	✓
Mr. Harbo	✓
Mr. Mohr	✓
Mr. Parsons	✓
Mr. Rosen	✓
Mr. Tamm	✓
Mr. Sizoo	✓
Mr. Winterrowd	✓
Tele. Room	✓
Mr. Holloman	✓
Miss Gandy	✓

July 8, 1955  
Washington, D. C.

Mr. J. Edgar Hoover, Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Hoover,

I want you to know  
how much I enjoyed seeing you in your  
office this morning in connection with  
my passing the twenty-year milestone  
in the FBI.

It was indeed thoughtful  
and I consider it an honor that you should  
take time from your already heavy schedule  
to present me your wonderful letter and  
my Twenty-Year Key. I was especially  
pleased to be photographed with you and  
I would appreciate very much your auto-  
graphing a copy of the photograph for me.

I am happy to be starting  
my second score years in the Bureau under  
your leadership and it is my fervent hope  
that this relationship will continue for  
many more years to come.

Sincerely,

Joseph A. Sizoo  
Joseph A. Sizoo

51 37  
JUL 22 1955

NOT RECORDED

JUL 11 1955

CC-5a

0 RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

7/5/55

I certify that I have received the following Government property for official use:  
~~returned~~

DISTRICT OF COLUMBIA OFFICIAL PARKING PERMIT

FILE  
3-M  
PER. *yz*

6 JUL 14 1955 READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

67-NOT RECORDED

Very truly yours,  
*J. H. Sizoo*  
J. H. Sizoo



# FIELD FIREARMS TRAINING RECORD

SPECIAL AGENT

Sizoo, Joseph A.

M. T. O.

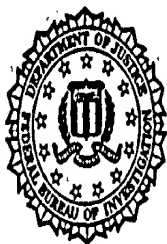
Director's Office 12/2/55  
FD-40  
Tolson's 3-25-47  
OFFICE

OFFICE	MO. YR.	HS	PPC	SG	.30	MG	GAS	RD	PP	QUALI- FIED
	2/49	88	94	100						✓
	8/49	82	95			82				
	12/49								✓	
Q-Serv	3/50	80	90	-	97	95				1 Am 1 PPC 1 .24 1 .44 1 SM
						90				
		84	94	100	71	92				
	9/50	74	95	100	85	92				
		82	93			95				
	5/51	75	93	100	91	92				
	11/51	90	91	100		84				
	8/51	86	94	100		88				
MU	1/52	90	88		88	100				
M. Service	4/52	96	95		91	96				
	11/52	84	89	100		76				
	7/52	96	91			92				
Make-ups	10/52	96	93							
	12/52								✓	
	4/53								✓	
	1/54								✓	
	4/54									
	5/54									
	6/54									
MU	1-26/55	78	82	100		96				
MU	1-26/55	84	90	100		86				
MU	6/55	90	89	100		86				

1.44/55 96 84 100 96

67 JUL 12 1955

8



3

UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to  
File No.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Dorothy T. Sizoo Relationship Wife Date May 20, 1955  
Address 4731 Old Dominion Drive, Arlington, Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name Dorothy T. Sizoo Relationship wife Date May 20, 1955  
Address 4731 Old Dominion Drive, Arlington, Va.

Very truly yours,

*Joseph A. Sizoo*  
Special Agent

MAY 20 1955

TRUE COPY

DEPARTMENT OF THE AIR FORCE  
WASHINGTON

Office of the Assistant Secretary

March 5, 1955

Dear Sir:

On Friday evening, February 25, 1955, Special Agent George M. Peet of the Federal Bureau of Investigation addressed the combined Women's Organization and Men's Council of the Falls Church Presbyterian Church on the subject of "Juvenile Delinquency." Arrangements for securing this fine speaker were made through Mr. Joseph A. Sizoo, of your office, who worked with me as the Program Chairman of the Men's Council.

The talk which Mr. Peet gave was packed with interesting information and was most inspiring. Since the evening of his speech, a flood of highly favorable comments have been addressed to me. This unsolicited reaction is strong evidence of Mr. Peet's outstanding ability as a speaker and the knowledge he has of the subject about which he spoke.

All of us at the Presbyterian Church of Falls Church, Virginia would appreciate it if you would convey to Special Agent Peet our warmest thanks for appearing before our group. We appreciate not only the time and effort he spent in accomodating us, but even more than that the gracious manner in which he mingled with us. He is certainly an impressive representative of your agency and we would be happy to have him meet with us again in the future.

We are also grateful to Mr. Sizoo for his splendid cooperation in helping us to secure the services of this speaker. Many of us are fortunate in having him not only as a fellow church member, but also as a friend.

Sincerely yours,

/s/ Mac C. Wells

MAC C. WELLS  
Major, U.S. Air Force  
Deputy Executive

Mr. J. Edgar Hoover  
Director, Federal Bureau  
of Investigation  
Department of Justice Washington, D.C.

March 9, 1955

Major Mac C. Wells  
Deputy Executive  
Office of the Assistant Secretary  
Department of the Air Force  
Washington, D. C.

Dear Major:

It was certainly thoughtful of you to write on March 5, 1955, concerning the talk given by Special Agent George M. Peet before the combined Women's Organization and Men's Council of the Falls Church Presbyterian Church on February 25, 1955.

I have shown your letter to Mr. Peet and Inspector Joseph A. Sizoo, and they join me in extending sincere thanks for your kind and generous comments. We were most happy to learn that Mr. Peet's talk was so well received, and we want you to feel free to let us know whenever we can be of service in the future.

Sincerely yours,

- cc - Mr. Peet 4234, with copy of incoming.
- cc - Mr. Sizoo 5244, with copy of incoming.
- cc - Personnel file of George M. Peet, with copy of incoming
- cc - Personnel file of Joseph A. Sizoo, with copy of incoming

NOTE: Through arrangements made by Mr. Sizoo, SA George M. Peet of the Crime Records Section was designated and appeared before a dinner meeting of the Presbyterian Church, Falls Church, Virginia, on February 25, 1955. George M. Peet EOD 2-9-42 as clerk, resigned 1-14-43. EOD 11-3-47 as Special Agent, GS-13, assigned Crime Records. Joseph A. Sizoo EOD 7-10-35 as messenger, EOD 11-1-38 as SA, ~~Joseph A. Sizoo~~, GS-16, assigned Mr. Tolson's Office.

43 GEM:age

55 MAR 14 1955

RECORDED-1




1. Agency and organizational designation U.S. Department of Justice Federal Bureau of Investigation	2. <del>2</del> period	3. Block No.	4. Slip No. 28706
---	------------------------	--------------	----------------------


5. Employee's name (and social security account number when appropriate) JOSEPH A. SIZOO      08868 <del>XXXX</del> CA	6. Grade and salary GS 16      \$12,200
---	--

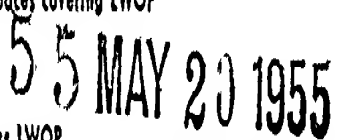

**PAY ROLL CHANGE DATA**

	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	BOND	F. I. C. A.		NET PAY
7. Previous normal										
8. New normal										
9. Pay this period										

10. Remarks:	11. Appropriation(s) 	12. Prepared by
		13. Audited by

☒ Periodic step-increase     
 ☐ Pay adjustment     
 ☐ Other step-increase

14. Effective date 6-5-55	15. Date last equivalent increase 12-6-53	16. Old salary rate \$12,000	17. New salary rate \$12,200	18. Performance rating is satisfactory or better.  (Signature or other authentication) 
------------------------------	--	---------------------------------	---------------------------------	--

19. LWOP data (Fill in appropriate spaces covering LWOP during following periods): Period(s): 	(Check applicable box in case of excess LWOP.) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period.	 Initials of Clerk
---	---	--

STANDARD FORM NO. 1126d—Revised  
 Form prescribed by Comp. Gen., U. S.  
 Nov. 8, 1950, General Regulations No. 102

**PAY ROLL CHANGE SLIP—PERSONNEL COPY**

0

0

PX

TO : Mr. S. Rosen

DATE: May 1, 1955

FROM : L. H. Conway

SUBJECT: DR. JOSEPH R. SIZOO  
NAME CHECK REQUEST

Tolson \_\_\_\_\_  
 E. A. Tamm \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

*L. H. Conway*

G-2, Army, name check request received 4-21-55, on Dr. Joseph R. Sizoo, Professor of Religion, George Washington University. Request for subversive derogatory information only. Sizoo may be invited to attend high-level Army conference, not further identified, at which classified data will be discussed. Inspector Joseph A. Sizoo is nephew of Dr. Sizoo [redacted] b6

No investigation of Dr. Sizoo conducted by FBI. Informant advised Dr. Sizoo's name appeared with numerous other prominent persons as signer, 1942 or 1943, of "Statement on India" appearing in undated press release of American Roundtable on India (AROI). Dr. Sizoo's name appeared as member on letterhead AROI according to 1944 report of House Committee on Un-American Activities. AROI cited as Communist front by California Committee on Un-American Activities. On 4-21-45, Dr. Sizoo was reported a member of the Interfaith Division of the American Committee for Spanish Freedom and his name was listed as sponsor on 1-21-46 letterhead of that organization. In May, 1946, Dr. Sizoo was reported sponsor of Action Committee to Free Spain Now. Latter two organizations cited by Attorney General, (61-7582-1772; 100-161705-5; 100-332851-17; 71; 100-3-4-5212)

No indication Dr. Sizoo active in organizations mentioned. On 10-9-45, then Assistant Director D. M. Ladd instructed New York Office to contact Dr. Sizoo and discreetly point out to him general character of American Committee for Spanish Freedom. Dr. Sizoo stated he subscribed his name as sponsor for this organization on invitation of one Dr. Oxley, and had no first hand knowledge of the organization. Dr. Sizoo has spoken at two National Academy graduations, last on 10-26-45. Bureau relations with him have been cordial. (94-4-6890)

RECOMMENDATIONS:

If you approve, the G-2 name check request form on Dr. Sizoo will be stamped "No investigation conducted by FBI pertinent to your inquiry," and returned to G2 by the Name Check Section.

INDEXED  
 RECORDED  
 EX-126  
 94-4-6890-2

*G-2 request returned 5/6/55 stamped "No investigation conducted by FBI"*  
*S.E.C.*

94-4-6890-22

26 MAY 20 1955

TELETYPE

*SPM*  
*W. J. R.*  
*W. J. R.*

□ □

(60)

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: Feb. 3, 1955

FROM : H. L. Edwards

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 DeLoach \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

SUBJECT:

Appointment Clerk  
 Grade GS-4  
 EOD 7-28-52  
 Administrative Div.  
 Non-Veteran  
 Not on Probation

Personnel Clerk, GS-5  
 EOD 11-27-50  
 Administrative Div.  
 Non-Veteran  
 Not on Probation

WILLIAM S. HYDE  
 Special Agent  
 EOD (Adjusted) 7-7-41  
 Administrative Division  
 Non-Veteran  
 Not on Probation

By letter dated 1-21-55, [redacted], Branch Claims Manager, Farmers Insurance Group, Salt Lake City, Utah, requested the service record of [redacted] a former employee of this Bureau who worked both as a clerical employee and as an agent. By letter dated 1-31-55, to [redacted], the service record of [redacted] was set forth but inadvertently, [redacted] was referred to as [redacted] throughout the letter. This error was not detected and the letter was mailed from the Bureau on 1-31-55.

On 2-1-55 the error was detected when it was necessary to file the file copy of the letter to [redacted] Immediately thereafter, an additional letter was prepared and sent to [redacted] in Salt Lake City, Utah, advising him that the Bureau had inadvertently called a former Bureau employee [redacted] but the information set forth in the letter correctly applied to [redacted] This letter dated 2-1-55 was mailed on that date.

The original letter of 1-31-55 was prepared by [redacted] an appointment clerk, Grade GS-4, in the Personnel Actions Unit of the Administrative Division. It was checked by [redacted] a personnel clerk, Grade GS-5, of the Personnel Actions Unit and initialed to Mr. Tolson's office by SA William S. Hyde, a supervisor in the Personnel Section. None of these three individuals noted the mistaken

WSH:MAH

(4)

55 FEB 16 1955

3/1/55  
 31/2/55  
 Mr. Hyde  
 92/92

surname involved. [ ] was unable to offer any explanation for the use of the wrong name and the other two individuals simply failed to notice the mistaken name although they should so have noticed in the course of checking the letter.

[ ] is a relatively new employee in the Personnel Actions Unit, having only been assigned to that unit since September 12, 1954. During this time she has shown good development and generally has produced very satisfactory work. Prior to her assignment to this position she did fail to develop satisfactorily during a trial period as a stenographer but this development was regarded as being due to the type duties involved as a stenographer and not as a reflection on her overall ability.

[ ] has proven to be an extremely hard-working and painstaking individual in the past and her work generally has been well above average. She was substituting as a checker on the day this error occurred.

Inasmuch as this letter was read and reviewed by three individuals without the wrong use of the surname being detected and since the letter itself was sent from the Bureau which involved the sending of a corrected letter, it is felt the three employees involved should receive letters of censure on this matter.

PERMANENT BRIEFS OF THE PERSONNEL FILES OF [ ]  
[ ] AND WILLIAM S. HYDE ARE ATTACHED.

RECOMMENDATION:

That letters of censure be directed to [ ]  
[ ] and SA William S. Hyde for their failure to detect the use of an incorrect name in a letter dated January 31, 1955, sent to [ ] Salt Lake City, Utah.

ADDENDUM (Sizoo, 2/4/55):

The outgoing letter to [ ] dated 1/31/55, was read and approved, in this office by me and was read in the Reading Room by [ ]. Neither of us detected the error and there is no excuse for our having failed to do so. Accordingly, it is recommended that letters of censure also be directed to me and [ ] in this connection.

JAS: [ ]

no - 2 -



NAME: JOSEPH A. SIZOO  
EOD: 7/10/35 (clerk); 11/1/38 (agent)  
Non-Veteran

TITLE: Inspector  
GS-16, \$12,000

**ASSISTANT DIRECTOR BELMONT:**

Mr. Sizoo has been Inspector in charge of the Internal Security-Liaison Branch of this Division since September, 1953. Prior to that he was in the Training and Inspection Division and the Director's office. He supervises a wide variety of internal security and liaison matters. He has had a great deal of experience in various phases of the Bureau's work, is thoroughly grounded in Bureau policy, is alert, highly industrious, handles a large volume of work, and has the knowledge and quickness of mind which enable him to arrive at sound decisions. He accepts responsibility readily and is very loyal to the Bureau.

He was censured on March 12, 1954 in connection with a training matter which occurred in 1952.

Sizoo is a hard-working, capable Bureau executive.

Rating - SATISFACTORY

**INSPECTOR VAN PELT:** Was censured during inspection for failure to initiate action to insure expeditious reply to urgent teletype received concerning possible exposure of informants at Detroit before House Committee on Un-American Activities. Other matters reviewed in the Sections for which Inspector Sizoo was responsible were generally in satisfactory condition, and he was reassigned to Mr. Tolson's Office before the completion of the inspection. He is quite experienced, is very intelligent, and seems to be most enthusiastic, diligent, and capable. He advised he is available and has no personal problems.

**RECOMMENDATION:** None . . . strictly informative.

DOMESTIC INTELLIGENCE DIVISION INSPECTION  
April 28, 1954  
AHB:CSH

104  
JUL 1 1954

3  
2-14  
67-NOT RECORDED 5

CC-5a

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

6/9/57

I certify that I have received the following Government property for official use:  
~~returned~~

Parking Pass and Sticker #19

RETURNED

Parking Pass and Sticker #87

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. ~~DO NOT~~ MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

EXACT RECORDED-13

File

3/mgma

Very truly yours,

Joseph A. Sizoo

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: 5/17/54

FROM : T. Harbo

SUBJECT:

Domestic Intelligence Division  
 PROCESSING OF URGENT COMMUNICATIONS IN  
 OFFICES OF THE ASSISTANT TO THE DIRECTOR  
 L. V. BOARDMAN AND ASSISTANT DIRECTOR  
 A. H. BELMONT

Tolson  
 Ladd  
 Nichols  
 Belmont  
 Clegg  
 Glavin  
 Harbo  
 Rosen  
 Tracy  
 Winterrowd  
 Tele. Room  
 Holloman  
 Miss Gandy

## SYNOPSIS

Survey made by R. T. Harbo and Inspector H. C. Van Pelt pursuant to Director's instructions to "Immediately check procedures in Boardman's and Belmont's offices," following delay at SOG in taking action upon urgent teletype received from Detroit Division, Friday, April 30, 1954, regarding "House Committee on Un-American Activities (HCUA), Detroit Hearings, beginning Monday, May 3, 1954."

Said teletype advised that Detroit Office received transcripts of Executive Session Testimony before HCUA covering certain Communist Party activities including those of three Bureau informants. Detroit Office indicated exposure of one of these informants would enhance rather than hinder his development but that publicity would compromise the other 2 informants. Detroit Office requested steps be taken with HCUA to protect identity of latter 2 informants. The teletype reflected further HCUA hearings were scheduled for Monday, May 3, and expeditious reply was requested by Detroit.

The proposed reply did not reach the Director's Office until 5:21 p.m.; Wednesday, May 5. Messrs. Boardman and Belmont have already been censured for the delay in taking action in this matter. Supervisor [redacted] of the Security Informants and Special Records Unit of the Domestic Intelligence Division has also been censured because the initial memorandum he prepared was not satisfactory and it was necessary for him to do it over.

System in effect on 5/3/54 provided that when Mr. Boardman was absent from his desk, his No. 1 Man, G. H. Scatterday, would telephonically notify the division involved of the Director's inquiry or instructions concerning such communications, would attach a 3 x 5 slip of paper thereto indicating the action taken and would hold the communication for Mr. Boardman's personal review. This procedure was changed by Mr. Boardman following a delay from 10:35 a.m. to 2:12 p.m. Monday, May 3, 1954, in forwarding

cc: Mr. Glavin  
 Mr. Boardman  
 Attachments  
 RTH:HCVP:cs

Domestic Intelligence Division  
 Inspection General

to Mr. Belmont's office the Detroit teletype received in this case (although the telephonic notification was furnished Mr. Belmont's office). The system now in use requires Mr. Scatterday to immediately route special communications, in Mr. Boardman's absence, to the division involved, making sufficient notes as to the nature of the Director's inquiry or instructions so that he can appropriately brief Mr. Boardman upon his return. This system appears to be operating effectively.

Inquiry into operations of Mr. Belmont's Office shows Supervisor [redacted] on night duty when carbon copy of above-mentioned Detroit teletype was received there 12:08 a.m., Saturday, May 1. Supervisor Mannion explained he took no immediate action to notify any superior of the contents of said teletype because he did not consider the matter sufficiently important, but he laid it aside so it would be read by Inspector Sizoo during the day, Saturday, May 1.

Inspector J. A. Sizoo advised he received the copy of the Detroit teletype on Saturday, May 1, (he reported for duty 1:15 p.m.) and either routed it to Section Chief F. J. Baumgardner or personally turned it over to him. Inspector Sizoo stated he did not remember whether or not he had provided Mr. Baumgardner with any particular instructions concerning the matter. Mr. Baumgardner said he did not recall receiving the copy of the teletype or learning anything about the Detroit inquiry contained therein until the following Monday morning, May 3.

The carbon copy of the teletype was received in the office of Mr. F. J. Baumgardner, Chief, Internal Security Section, at 9:10 a.m., Monday, May 3. [redacted] the supervisor who subsequently prepared the memorandum, was not notified of the receipt of Detroit teletype until 1:30 p.m. that day. Mr. Baumgardner has no independent recollection concerning at what time he conferred with [redacted] but [redacted] advises it was 1:30 p.m. Mr. Baumgardner has no specific recollection of factors which may have contributed to this delay.

Recommendations set forth hereinafter concerning responsibility of Supervisor [redacted] Inspector Sizoo and Section Chief Baumgardner. Inquiry into operations in Mr. Belmont's Office shows procedures had been prescribed for the expeditious processing of urgent communications (although they were not followed in this case). Further observations will be made of the procedures followed in Mr. Belmont's Office in the course of Mr. Van Pelt's current inspection of the Domestic Intelligence Division to see that prescribed procedures are actually followed.

A check of procedures in Mr. Boardman's Office discloses that his No. 1 Man, G. H. Scatterday, assisted by [redacted] processes incoming mail and handles a substantial portion of it without it having to be brought to the attention of Mr. Boardman. Scatterday sends into Boardman the following types of material: (1) yellow-tag specials, (2) closing full field Security of Government Employees reports, (3) [redacted] memos, (4) continuance form for technical surveillances, (5) requests to the Attorney General for authorization for technical surveillances, (6) policy matters, (7) letters to the Attorney General, (8) letters to the Deputy Attorney General, (9) personnel matters, (10) miscellaneous items of importance, (11) informative memos concerning matters in investigative divisions, (12) unusual payments to informants. It is my opinion, and Mr. Boardman agrees, that there should be no change at this time in the types of items sent to Mr. Boardman by his No. 1 Man. Mr. Boardman has been assigned at the Seat of Government for a comparatively brief time; with additional experience in his present assignment he will naturally develop greater facility and speed in the handling of individual items which he must review personally.

#### RECOMMENDATIONS

1. Supervisor [redacted] . . . for failure to notify an immediate superior of his receipt of the copy of the urgent teletype from Detroit received by him at 12:08 a.m., Saturday, May 1, in order that appropriate people could be put to work on Saturday and completely discharge the matter before the Monday hearings in view of indicated identification of informants as active Communists, and request by Detroit for expedite reply . . . censure. Permanent brief attached.

*Agree 5/17* *Agree 5/17*  
*Agree 5/18* *V.* *GH*

2. Inspector Joseph A. Sizoo . . . for failure to initiate immediate action and follow through to prompt completion when the copy of the urgent teletype from Detroit was reviewed by him on Saturday, May 1, . . . . censure. Permanent brief attached.

Agree 5/17 I agree 5-17

Agree 5/18 ✓

OK H

b6

3. Mr. E. L. Baumgardner, Chief, Internal Security Section . . . for failure to promptly assign the Detroit teletype to Supervisor Hallerberg for handling (teletype received Baumgardner's office 9:10 a.m. and not turned over to [redacted] until 1:30 p.m. same day) . . . . censure. Permanent brief attached.

Agree 5/17 I agree 5-17

Agree 5/18 ✓ OK

4. Mr. Belmont . . . has already been censured for the delay in taking action upon the Detroit teletype and no further administrative action against him is recommended. Further observations will be made during the course of Mr. Van Pelt's current inspection of the Domestic Intelligence Division to see that prescribed procedures are actually followed in Mr. Belmont's office in order to obtain expedite handling of important items.

1/2 Agree 5/18 ✓

OK H

5. Mr. Boardman . . . has already been censured for the delay in taking action upon the Detroit teletype and no further administrative action against him is recommended. As a result of Mr. Boardman's revision of procedures in his office, there is now speedier movement of urgent communications.

GRC

by JPM  
5/8

✓

dh-

h.

## DETAILS

### BACKGROUND:

Survey made by Inspector H. C. Van Pelt pursuant to Director's instructions to "immediately check procedures in Boardman's and Belmont's offices," following a delay at the Seat of Government in taking action upon urgent coded teletype received from Detroit Division 7:52 P.M., Friday, April 30, 1954, regarding "House Committee on Un-American Activities, Detroit Hearings, beginning May 3, 1954."

Said teletype advised that Detroit Office received transcription of Executive Session Testimony by [redacted] on April 29, 1954, from Don Appel, Chief Investigator, House Committee on Un-American Activities, in which it was noted [redacted] furnished information concerning Detroit Communists, included among whom were the names of three current Bureau informants [redacted] and [redacted]. The teletype points out that public testimony concerning [redacted] would enhance rather than hinder his development, but that exposure of [redacted] and [redacted] would compromise them. The teletype reflects Detroit considers the latter two informants extremely valuable and recommends steps to be taken with the House Committee on Un-American Activities to protect their identity from being disclosed. The teletype also requests expeditious attention.

b6  
b7D

The Director noted "Just what is this? I don't like idea of asking HCUA for any favors. How did our informants come to get involved in this?"

### CHRONOLOGY:

Chronological movements of the incoming coded teletype from Detroit and the original and copy of the decoded message, from the time of receipt at the Bureau to receipt in the Internal Security Section, are listed as follows:

#### Friday, April 30, 1954

7:52 P.M. Coded urgent teletype received from Detroit.  
11:05 P.M. Original and copy of decoded teletype left Communications Section.  
11:08 P.M. Original and copy of decoded teletype received in Teletype Unit.



Saturday, May 1, 1954

12:08 A.M. Copy received in Mr. Belmont's Office. (Stamped in as "April 31" which obviously should be "May 1")  
11:02 A.M. Original received in Mr. Boardman's Office.  
1:18 P.M. Original received in Director's Office.

Monday, May 3, 1954

9:10 A.M. Copy received in Internal Security Section (Stamped in as "P.M.," but from chain of events it obviously should have been "A.M.")  
9:49 A.M. Original received in Mr. Tolson's Office.  
10:35 A.M. Original received in Mr. Boardman's Office.  
2:12 P.M. Original received in Mr. Belmont's Office.

Tuesday, May 4, 1954

8:59 A.M. Original received in Internal Security Section.

PROCEDURES IN MR. BOARDMAN'S OFFICE:

As indicated in the above chronology, the original of the decoded teletype was first received in Mr. Boardman's Office at 11:02 A.M., Saturday, May 1. It was thereafter received in the Director's Office at 1:18 P.M., Saturday, May 1, and in Mr. Tolson's Office at 9:49 A.M., Monday, May 3. It was subsequently received back in Mr. Boardman's Office at 10:35 A.M., Monday, May 3.

Both Mr. Boardman and his No. 1 Man, G. H. Scatterday, advised that Mr. Boardman was at an Executives Conference meeting when the original of the decoded teletype was received back in Mr. Boardman's Office at 10:35 A.M., Monday, May 3, with the Director's notation appended thereon. Mr. Scatterday stated he telephonically notified Inspector Joseph A. Sizoo of Mr. Belmont's Office concerning the Director's inquiry and that he instructed expeditious action be taken. Inspector Sizoo said he did not remember this specific call but would not question what Mr. Scatterday had related.

Mr. Scatterday informed that in accordance with the administrative practice then in effect he placed a 3 by 5 slip of paper on the teletype indicating that Inspector Sizoo had been informed, and routed same to Mr. Boardman.

Mr. Boardman said that in view of such action having been taken he devoted his immediate attention upon returning to his desk from the Executives Conference meeting to other more pressing matters, that he thereafter reviewed the Detroit teletype and the Director's notation and routed same to Mr. Belmont's Office.

Mr. Boardman stated he has since changed the above described administrative procedure and that such communications are no longer held up for him to review personally. He explained that the revised procedure adopted provides that whenever he is absent from his desk Mr. Scatterday immediately routes such communications to the division involved and that Mr. Scatterday makes notes and informs him, Mr. Boardman, upon his return so that he will be cognizant of the Director's inquiry and the action taken. He stated he follows up such matters from his copy of the Director's tickler list.

A spot check of the application of this revised procedure shows it is operating effectively and that the previous bottleneck which prevented the speedier movement of urgent communications has been eliminated.

PROCEDURES IN MR. BELMONT'S OFFICE:

Supervisor [ ] of the Foreign Liaison Unit advised he was functioning as night supervisor in the Domestic Intelligence Division when the copy of the foregoing teletype was received in Mr. Belmont's Office at 12:08 A.M., Saturday, May 1. He explained he took no action to notify any immediate superior of the contents of said message because he, [ ] did not consider the matter sufficiently important. He stated he wrote the name "Baumgardner" (Section Chief F. J. Baumgardner of the Internal Security Section) underneath the routing block on this copy and left same in a hold box for Inspector Sizoo. b6

Supervisor R. W. Smith of the Central Research Unit advised he replaced Supervisor [ ] on week-end duty at 8:00 A.M., Saturday, May 1. He explained he took no action to notify any immediate superior of the contents of said message because (1) no such action had been taken on the prior shift, and (2) he did not feel the message was sufficiently important to take action at that time, especially in view of Inspector Sizoo ordinarily coming into the Bureau to work every Saturday.

Inspector Sizoo advised he reviewed the copy of the teletype when he came into the Bureau on Saturday, May 1, and either routed it to Section Chief Baumgardner or personally gave it to him, inasmuch as Mr. Baumgardner usually comes in every Saturday and ordinarily checks with Inspector Sizoo as to whether anything special requires attention. Inspector Sizoo said he did not recall whether or not he provided Mr. Baumgardner with any particular instructions, either orally or by routing slip.

With respect to the original of said teletype containing the Director's inquiry, Mr. Belmont advised such matters are immediately referred to him if he is in the office and that when he is absent they are not held up but a tickler is prepared for him for his information and for follow-up purposes. He said he was apparently absent from his office when the original teletype was received there at 2:12 P.M., Monday, May 3. He stated he could not definitely account for his whereabouts at that time but explained he did have some conferences over in the Department early that week. The teletype shows it was received by Inspector Sizoo.

Inspector Sizoo advised he ordinarily does not wait for the receipt of such communications concerning which he has received prior telephonic notification from Mr. Scatterday concerning the Director's interest. He reiterated that he could not remember the specific details as to his processing of this matter but said his normal procedure would have been to immediately telephone Section Chief Baumgardner following the receipt of the call from Mr. Scatterday and relay to Mr. Baumgardner the instructions telephonically received. Inspector Sizoo added that upon receipt of the teletype itself his usual procedure would be to review same, have ticklers prepared, and then route the teletype to Mr. Baumgardner to confirm telephonic instructions previously relayed. Inspector Sizoo stated he could not account for the delay in the original of the teletype in reaching the Internal Security Section until 8:59 A.M. on the following morning, Tuesday, May 4. He said he did not know whether the delay was caused by his office or through faulty messenger service.

Section Chief Baumgardner advised he came into the Bureau on Saturday, May 1, but said he did not recall receiving the copy of the teletype or learning anything about the inquiry contained therein until the following Monday morning, May 3, when he received the copy of the teletype and conferred with

No. 1 Man J. F. Bland and Supervisor [ ] regarding the action to be taken. Messrs. Baumgardner and Bland advised they had no independent recollection of a call from Inspector Sizoo concerning the Director's inquiry in this case. They explained their normal procedure would have been to relay the instructions to Supervisor [ ] so that the results of his action would be in keeping with the Director's desires.

Supervisor [ ] advised he received instructions from Messrs. Baumgardner and Bland about 1:30 P.M. on Monday, May 3, to prepare a memorandum regarding the background on the problem raised by Detroit, as well as a teletype to that office concerning the procedures to be taken. He said he was also orally advised of the Director's inquiry. He explained he called for the files, obtained them about 3:00 P.M., and dictated about 3:45 P.M. He stated the transcription was completed on the following morning, Tuesday, May 4, by which time he received the original of the teletype containing the Director's notation appended thereto, and had to return the memorandum for retyping due to certain adjustments of phraseology.

Supervisor [ ] advised the revised memorandum was not acceptable to Mr. Belmont and was returned to him, [ ] on Wednesday, May 5, with instructions to reword it so that it would contain more specific details and present a clearer picture of the situation. This was done, said [ ] and the memorandum was resubmitted to Mr. Belmont's Office at 11:34 A.M., Wednesday, May 5. According to the time stamps it was thereafter received at Mr. Boardman's Office at 12:47 P.M., Wednesday, May 5, at Mr. Tolson's Office at 2:06 P.M., Wednesday, May 5, and at the Director's Office at 5:21 P.M., Wednesday, May 5.

Inquiry into operations in Mr. Belmont's Office showed that incoming communications are normally screened by No. 1 Man W. V. Cleveland. Important matters are referred by him to Mr. Belmont, or in his absence to Inspector Sizoo or to Inspector Carl E. Hennrich, and specific instructions are provided by them to the Section Chiefs and relayed by the latter to the Unit Chiefs and/or the individual supervisors. The system is flexible so that in certain instances the instructions are provided by Mr. Belmont or Inspectors Sizoo or Hennrich directly to the individual supervisors, and ticklers are used for follow-up purposes. Arrangements in effect provide for the expeditious processing of urgent communications. However, further inquiry will be made into the procedures followed in Mr. Belmont's Office in the course of Mr. Van Pelt's current inspection of the Domestic Intelligence Division.

ADMINISTRATIVE ACTION TAKEN:

Messrs. Boardman and Belmont have already been censured for the delay in taking action concerning the Detroit teletype referred to herein. Supervisor [ ] has also been censured because the initial memorandum which he prepared in the latter case was not satisfactory and it was necessary for him to do it over.

CERTIFICATE

Joseph A. Sizoo  
Name (Please type or print)

Domestic Intelligence Division  
Office or Division

1. Are you now or have you ever been a member of, contributed to, affiliated or associated with, any organization listed on the attachment to this certificate?

No

Answer "Yes" or "No"

2. If your answer is "Yes" state the name of the organization, dates of membership and extent of participation. An explanation regarding membership in any of these organizations may be attached hereto on a separate sheet of paper, if you desire to explain the circumstances of your membership.

Name

Address

From

To

Office Held

CERTIFICATION

I hereby certify that the above information is correct and complete to the best of my knowledge and belief. I make this statement with the understanding that it will be used by the Department of Justice in carrying out the provisions of Executive Order 10450 and with knowledge that any false statement or omission of material fact may be sufficient cause for my dismissal or rejection of my application, and, further, may be cause for punishment as a violation of law including Section 1001, Title 18, U. S. Code.

April 9, 1954

(Date)

Joseph A. Sizoo  
(Usual Signature)

24 APR 27 1954

Attachment

RECORDED-12

Heimuska Kai, also known as Nokubei Heitei Gimusha Kai,  
 Zaihei Nihonjin, Heiyaku Gimusha Kai, and Zaihei Heimusha  
 Kai (Japanese residing in America Military Conscripts  
 Association)  
 Hellenic-American Brotherhood  
 Hinode Kai (Imperial Japanese Reservists)  
 Hinomaru Kai (Rising Sun Flag Society -- a group of Japanese  
 War-Veterans)  
 Hokubei Zaigo Shoke Dan (North American Reserve Officers  
 Association)  
 Hollywood Writers Mobilization for Defense  
 Hungarian-American Council for Democracy  
 Hungarian Brotherhood  
 Independent Socialist League  
 Industrial Workers of the World  
 International Labor Defense  
 International Workers Order, its subdivisions, subsidiaries  
 and affiliates  
 Japanese Association of America  
 Japanese Overseas Central Society (Kaigai Dobo Chuo Kai)  
 Japanese Overseas Convention, Tokyo, Japan, 1940  
 Japanese Protective Association (Recruiting Organization)  
 Jefferson School of Social Science, New York City  
 Jewish Culture Society  
 Jewish People's Committee  
 Jewish People's Fraternal Order  
 Jikyoku Iinkai (The Committee for the Crisis)  
 Joint Anti-Fascist Refugee Committee  
 Joint Council of Progressive Italian-Americans, Inc.  
 Joseph Weydemeyer School of Social Science, St. Louis,  
 Missouri  
 Kibei Seinen Kai (Association of U. S. Citizens of Japanese  
 Ancestry who have returned to America after studying in Japan)  
 Knights of the White Camellia  
 Ku Klux Klan  
 Kyffhaeuser, also known as Kyffhaeuser League (Kyffhaeuser  
 Bund), Kyffhaeuser Fellowship (Kyffhaeuser Kameradschaft)  
 Kyffhaeuser War Relief (Kyffhaeuser Kriegshilfswerk)  
 Labor Council for Negro Rights  
 Labor Research Association, Inc.  
 Labor Youth League  
 League of American Writers  
 Lictor Society (Italian Black Shirts)  
 Macedonian-American People's League  
 Mario Morgantini Circle  
 Maritime Labor Committee to Defend Al Lannon  
 Massachusetts Minute Women for Peace  
 Maurice Braverman Defense Committee

Michigan Civil Rights Federation  
 Michigan School of Social Science  
 Nanka Teikoku Gungudan (Imperial Military Friends Group  
 or Southern California War Veterans)  
 National Association of Mexican Americans (also known as  
 Asociacion Nacional Mexico-Americana)  
 National Blue Star Mothers of America (not to be confused with  
 the Blue Star Mothers of America organized in February 1942)  
 National Committee for the Defense of Political Prisoners  
 National Committee for Freedom of the Press  
 National Committee to Win the Peace  
 National Conference on American Policy in China and the  
 Far East (a conference called by the Committee for a  
 Democratic Far Eastern Policy)  
 National Council of Americans of Croatian Descent  
 National Council of American-Soviet Friendship  
 National Federation for Constitutional Liberties  
 National Labor Conference for Peace  
 National Negro Congress  
 National Negro Labor Council  
 Nationalist Action League  
 Nationalist Party of Puerto Rico  
 Nature Friends of America (since 1935)  
 Negro Labor Victory Committee  
 New Committee for Publications  
 Nichibei Kogyo Kaisha (The Great Fujii Theatre)  
 North American Committee to Aid Spanish Democracy  
 North American Spanish Aid Committee  
 North Philadelphia Forum  
 Northwest Japanese Association  
 Ohio School of Social Sciences  
 Oklahoma Committee to Defend Political Prisoners  
 Oklahoma League for Political Education (See Communist  
 Political Association)  
 Original Southern Klans, Incorporated  
 Pacific Northwest Labor School, Seattle, Washington  
 Palo Alto Peace Club  
 Partido del Pueblo of Panama (operating in the Canal Zone)  
 Peace Information Center  
 Peace Movement of Ethiopia  
 People's Drama, Inc.  
 People's Educational Association (Incorporated under name  
 Los Angeles Educational Association, Inc.), also known as  
 People's Educational Center, People's University,  
 People's School  
 People's Educational and Press Association of Texas  
 People's Institute of Applied Religion  
 People's Radio Foundation, Inc.  
 Philadelphia Labor Committee for Negro Rights  
 Philadelphia School of Social Science and Art  
 Photo League (New York City)  
 Political Prisoners' Welfare Committee

Polonia Society of the IWO  
 Progressive German-Americans, also known as Progressive  
 German-Americans of Chicago  
 Proletarian Party of America  
 Protestant War Veterans of the United States, Inc.  
 Provisional Committee of Citizens for Peace, Southwest Area  
 Puertorriquenos Unidos (Puerto Ricans United)  
 Quad City Committee for Peace  
 Revolutionary Workers League  
 Romanian-American Fraternal Society  
 Russian American Society, Inc.  
 Sakura Kai (Patriotic Society, or Cherry Association--  
 composed of veterans of Russo-Japanese War)  
 Samuel Adams School, Boston, Massachusetts  
 Santa Barbara Peace Forum  
 Schappes Defense Committee  
 Schneiderman-Darcy Defense Committee  
 School of Jewish Studies, New York City  
 Seattle Labor School, Seattle, Washington  
 Serbian-American Fraternal Society  
 Serbian Vidoudan Council  
 Shinto Temples  
 Silver Shirt Legion of America  
 Slavic Council of Southern California  
 Slovak Workers Society  
 Slovenian-American National Council  
 Socialist Workers Party, including American Committee  
 for European Workers' Relief  
 Socialist Youth League  
 Sokoku Kai (Fatherland Society)  
 Southern Negro Youth Congress  
 Suiko-Sha (Reserve Officers Association, Los Angeles)  
 Tom Paine School of Social Science, Philadelphia, Pennsylvania  
 Tom Paine School of Westchester, New York  
 Tri-State Negro Trade Union Council  
 Ukrainian-American Fraternal Union  
 Union of American Croats  
 Union of New York Veterans  
 United American Spanish Aid Committee  
 United Committee of Jewish Societies and Landsmanschaft  
 Federations, also known as Coordination Committee of  
 Jewish Landsmanschaften and Fraternal Organizations  
 United Committee of South Slavic Americans  
 United Harlem Tenants and Consumers Organization  
 United May Day Committee  
 United Negro and Allied Veterans of America  
 Veterans of the Abraham Lincoln Brigade

Committee for World Youth Friendship and Cultural Exchange  
 Commonwealth College, Mena, Arkansas  
 Communist Party, U. S. A.; its subdivisions, subsidiaries  
 and affiliates.  
 Communist Political Association, its subdivisions, subsidiaries  
 and affiliates, including:  
 Alabama People's Educational Association  
 Florida Press and Educational League  
 Oklahoma League for Political Education  
 People's Educational and Press Association of Texas  
 Virginia League for People's Education  
 Congress of American Revolutionary Writers  
 Congress of American Women  
 Connecticut Committee to Aid Victims of the Smith Act  
 Connecticut State Youth Conference  
 Council on African Affairs  
 Council of Greek Americans  
 Council for Jobs, Relief and Housing  
 Council for Pan-American Democracy  
 Croatian Benevolent Fraternity  
 Dai Nippon Butoku Kai (Military Virtue Society of Japan  
 or Military Art Society of Japan)  
 Daily Worker Press Club  
 Daniels Defense Committee  
 Dante Alighieri Society (between 1935 and 1940)  
 Dennis Defense Committee  
 Detroit Youth Assembly  
 Emergency Conference to Save Spanish Refugees (founding  
 body of the North American Spanish Aid Committee)  
 Families of the Baltimore Smith Act Victims  
 Families of the Smith Act Victims  
 Federation of Italian War Veterans in the U. S. A., Inc.  
 (Associazione Nazionale Combattenti Italiani,  
 Federazione degli Stati Uniti d'America)  
 Finnish-American Mutual Aid Society  
 Florida Press and Educational League (See Communist  
 Political Association)  
 Frederick Douglass Educational Center  
 Freedom Stage, Inc.  
 Friends of the New Germany (Freunde des Neuen Deutschlands)  
 Friends of the Soviet Union  
 Garibaldi American Fraternal Society  
 George Washington Carver School, New York City  
 German-American Bund (Amerikadeutscher Volksbund)  
 German-American Republican League  
 German-American Vocational League (Deutsche-Amerikanische  
 Berufsgemeinschaft)  
 Harlem Trade Union Council  
 Hawaii Civil Liberties Committee



American Slav Congress  
 American Women for Peace  
 American Youth Congress  
 American Youth for Democracy  
 Armenian Progressive League of America  
 Associated Klans of America  
 Association of Georgia Klans  
 Association of German Nationals (Reichsdeutsche Vereinigung)  
 Association of Lithuanian Workers  
 (also known as Lietuviu Darbininku Susivienijimas)  
 Ausland-Organisation der NSDAP, Overseas Branch of Nazi Party  
 Baltimore Forum  
 Black Dragon Society  
 Boston School for Marxist Studies, Boston, Massachusetts  
 Bulgarian American People's League of the United States of America  
 Bridges-Robertson-Schmidt Defense Committee  
 California Emergency Defense Committee  
 California Labor School, Inc., 321 Divisadero Street,  
 San Francisco, California  
 Carpatho-Russian People's Society  
 Central Council of American Women of Croatian Descent,  
 Also known as Central Council of American Croatian Women,  
 National Council of Croatian Women  
 Central Japanese Association (Beikoku Chuo Nipponjin Kai)  
 Central Japanese Association of Southern California  
 Central Organization of the German-American National  
 Alliance (Deutsche-Amerikanische Einheitsfront)  
 Cervantes Fraternal Society  
 China Welfare Appeal, Inc.  
 Chopin Cultural Center  
 Citizens Committee to Free Earl Browder  
 Citizens Committee for Harry Bridges  
 Citizens Committee of the Upper West Side (New York City)  
 Citizens Emergency Defense Conference  
 Citizens Protective League  
 Civil Rights Congress and its affiliated organizations,  
 including:  
     Civil Rights Congress for Texas  
     Veterans Against Discrimination of Civil Rights  
     Congress of New York  
 Columbians  
 Comite Coordinador Pro Republica Espanola  
 Committee to Aid the Fighting South  
 Committee for Constitutional and Political Freedom  
 Committee to Defend Marie Richardson  
 Committee for the Defense of the Pittsburgh Six  
 Committee for a Democratic Far Eastern Policy  
 Committee for Nationalist Action  
 Committee for the Negro in the Arts  
 Committee for Peace and Brotherhood Festival in Philadelphia  
 Committee for the Protection of the Bill of Rights  
 Committee to Uphold the Bill of Rights

Veterans Against Discrimination of Civil Rights Congress  
 of New York (See Civil Rights Congress)  
 Virginia League for People's Education (See Communist  
 Political Association)  
 Voice of Freedom Committee  
 Walt Whitman School of Social Science, Newark, New Jersey  
 Washington Bookshop Association  
 Washington Committee to Defend the Bill of Rights  
 Washington Committee for Democratic Action  
 Washington Commonwealth Federation  
 Washington Pension Union  
 Wisconsin Conference on Social Legislation  
 Workers Alliance (since April 1936)  
 Workers Party, including Socialist Youth League  
 Yiddisher Kultur Farband  
 Young Communist League  
 Yugoslav-American Cooperative Home, Inc.  
 Yugoslav Seamen's Club, Inc.

March 23, 1954

ORGANIZATIONS DESIGNATED BY THE ATTORNEY GENERAL OF THE  
UNITED STATES PURSUANT TO EXECUTIVE ORDER 10450.

Abraham Lincoln Brigade  
Abraham Lincoln School, Chicago, Illinois  
Action Committee to Free Spain Now  
Alabama People's Educational Association (See Communist  
Political Association)  
American Association for Reconstruction in Yugoslavia, Inc.  
American Branch of the Federation of Greek Maritime Unions  
American Christian Nationalist Party  
American Committee for European Workers' Relief (See Socialist  
American Committee for Protection of Foreign Born Workers Party)  
American Committee for the Settlement of Jews in Birobidjan, Ind.  
American Committee for Spanish Freedom  
American Committee to Survey Labor Conditions in Europe  
American Committee for Yugoslav Relief, Inc.  
American Council for a Democratic Greece, formerly known as  
the Greek American Council; Greek American Committee  
for National Unity  
American Council on Soviet Relations  
American Croatian Congress  
American Jewish Labor Council  
American League Against War and Fascism  
American League for Peace and Democracy  
American Lithuanian Workers Literary Association (also known  
as Amerikos Lietuviu Darbininku Literaturos Draugija)  
American National Labor Party  
American National Socialist League  
American National Socialist Party  
American Nationalist Party  
American Patriots, Inc.  
American Peace Crusade  
American Peace Mobilization  
American Poles for Peace  
American Polish League  
American Polish Labor Council  
American Rescue Ship Mission (a project of the United  
American Spanish Aid Committee)  
American-Russian Fraternal Society  
American Russian Institute, New York, also known as the  
American Russian Institute for Cultural Relations with  
the Soviet Union  
American Russian Institute, Philadelphia  
American Russian Institute of San Francisco  
American Russian Institute of Southern California, Los Angeles

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE:

FROM : J. T. Harris

JOSEPH H. Sizoo

SUBJECT: TRAINING OF AUXILIARY POLICE

BACKGROUND:

1. SAC Letter 34, 3/15/50, authorized the level type of standard police training to be given to those auxiliary police who are under the control of the established police department whenever such training is requested in accordance with existing Bureau policies.

2. SAC Letter 73, 10/10/50, discontinued authority to train auxiliary police because such training was too burdensome to the Bureau. This SAC Letter authorized lectures on FBI jurisdiction only (such lectures are given to most anyone). This letter rescinded the previously mentioned SAC Letter.

3. SAC Letter 17, 1/20/52, re-emphasized the training policies relating to quasi law enforcement officers; did not mention auxiliary police; but provided the following loophole to the field: "In rare instances if you feel that a request for training not included under the existing policy warrants special consideration, you should set forth the facts in a letter to the Bureau." This letter also states: "Under no circumstances should arrangements be made for training quasi law enforcement officers prior to submission of your request setting forth the facts and receipt of the Bureau's approval. The Bureau desires to approve or disapprove all such requests."

AUXILIARY POLICE TRAINING - KNOXVILLE DIVISION:

1. Form FD-137 (a form communication by which an SAC notifies the Bureau of police training plans and assumes Bureau approval unless advised to the contrary) was submitted to Bureau b6  
b. Knoxville 5/26/52 in connection with a training school for Knoxville auxiliary police. School to be held 7/14-8/12/52; 200 people in attendance; listed ten lecturers outside of FBI and two FBI Agents to discuss arrests, shootdowns and handling, searching of persons, use of night sticks, etc., testimony, scientific aids to crime and firearms.

APR 9 1954



then assigned to Police School Desk, Training and Inspection Division, prepared a letter to Knoxville 6/4/52 pointing out that the previously mentioned Knoxville communication was incomplete in that the identity of the firearms instructor was not shown. This letter was initialed by Inspector Rogers, by Inspector Sizoo who was then in charge of training, and by Mr. Gresham in Mr. Tolson's Office. Knoxville advised 6/17/52 of the identity of the firearms instructor and this communication was initialed for file by [redacted] She had such authority. A letter of July 9, 1952, from Knoxville made certain changes in the schedule and this letter was initialed for file by [redacted] inasmuch as no reply was required. b6

2. Form FD-132 from Knoxville to the Bureau 2/24/53 reported an almost identical school and this was initialed for the file by [redacted] without reply.

3. Form FD-132, 5/13/53, reported a proposed firearms school for Knoxville auxiliary police to begin 6/13/53, handled by [redacted]

4. Form FD-132 from Knoxville to the Bureau 2/17/54 reported plans for a school almost identical with schools numbered 1 and 2. [redacted] (who replaced [redacted] on the Police School Desk) prepared letter to Knoxville 2/25/54 instructing Knoxville not to give the proposed instruction and referring Knoxville to SAC Letter 73 dated 10/10/50, which is mentioned above in the background portion of this memorandum. By air-tel 3/1/54 Knoxville requested an exception to the policy as a means of supporting [redacted] in charge of auxiliary police, who was graduated from the National Academy in late 1953 and because of the cooperation of the Knoxville Police Department, as well as the public security perspective and public relations point of view. This was the first school to be handled by Pate since his National Academy graduation and, since Knoxville was already committed for the school, it would be embarrassing and difficult to cancel the school. Per Mr. Tolson's authority, ASAC Fauntleroy, Knoxville, was advised by me 3/8/54 to go ahead and hold the school but to submit an explanation for the manner in which Knoxville handled this matter. b6

#### KNOXVILLE'S EXPLANATION:

Knoxville cited the facts mentioned above as to previous schools and stated that it felt that the latest school mentioned in Item 4 under the heading Auxiliary Police Training - Knoxville Division in this memorandum was in accordance with the Bureau's

in the past regulations inasmuch as in each instance the Bureau was notified that the schools would be held unless advised to the contrary. Knoxville was silent as to why the office committed itself to the school without having first gotten Bureau approval as the regulations require.

#### WEAKNESSES AT THE SEAT OF GOVERNMENT:

1. [redacted] Police School Desk, Training and Inspection Division. [redacted] did not challenge the first auxiliary police school planned by the Knoxville Division (FD-132 dated 5/26/52) and in fact gave it encouragement by inquiring as to the identity of the firearms instructor; thus, a precedent was set. Consequently, on the second school (FD-132 dated 2/24/53) she initialed the document for the file. [redacted] has since resigned. [redacted] and third 5/13/52.
2. Inspector J. S. Rogers, who supervises the employee assigned to Police Training functions, Training and Inspection Division, initialed letter to Knoxville 6/4/52 inquiring as to the identity of the firearms instructor for the auxiliary police school intended to commence July 14, 1952. Rogers should have challenged the auxiliary police school.
3. Inspector Joseph A. Sizoo, then in charge of the Training Section, Training and Inspection Division (now No. 1 Man, Domestic Intelligence Division), initialed for himself and for Assistant Director Clegg without challenge the same letter mentioned above in the preceding paragraph.

#### WEAKNESSES IN THE FIELD:

1. Knoxville Office assumed Bureau authority was granted for school #1 and even planned the curriculum as to the exact days and hours without first getting Bureau authority. The same procedure was followed on schools numbered 2 and 3 by Knoxville and there was an attempt to follow on school #4, which is the latest one.

#### RECOMMENDATIONS:

1. [redacted] . . . a copy of this memorandum be placed in her personnel file to be evaluated in the event she later seeks reinstatement.

James  
JAN  
3/12

48  
3-12

James  
JAN  
3/12  
OK

2. Inspector J. S. Rogers . . . . censure.

*Refer to file*  
*Logan*  
*2/12* ✓ *OK-K1*

3. Inspector J. A. Sizoo . . . . censure.

*Refer to file*  
*Logan*  
*2/12* ✓ *OK-K1*

4. SAC Edward Soucy . . . . no administrative action since it appears the primary dereliction was in the Training and Inspection Division at the Seat of Government.

*Refer to file*  
*Logan*  
*2/12* ✓ *OK-K1*

5. The attached SAC Letter go forth reminding the field of the Bureau policies with regard to training of auxiliary police and the necessity of securing Bureau permission before making any local commitment.

*Refer to file*  
*Logan*  
*2/12* ✓ *OK-K1*

*OK-K1*

All proposed letters are attached.

Briefs attached.

U. S. DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON 25, D. C.

FORM APPROVED  
BUDGET BUREAU NO. 50-R064

Prepared by: *lee*  
Checked by: *J. Allen*  
Filed by:

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—FIRST—MIDDLE INITIAL—LAST) <b>MR. JOSEPH A. SIZOO</b>		2. DATE OF BIRTH <b>8-28-10</b>		3. JOURNAL OR ACTION No. <b>F.B.I. 10782</b>		4. DATE <b>11-30-53</b>	
This is to notify you of the following action affecting your employment:							
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>PROMOTION</b>				6. EFFECTIVE DATE <b>12-6-53</b>		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>Schedule A Part 6.108 (E)</b>	
FROM <b>Inspector</b>  <b>GS 15</b> <b>\$11,050 per annum</b>				8. POSITION TITLE  <b>same</b>		TO  <b>GS 16</b> <b>\$12,000 per annum</b>	
9. SERVICE, SERIES, SALARY, GRADE				10. ORGANIZATIONAL DESIGNATIONS			
11. HEADQUARTERS							
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL				<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL			
13. VETERAN'S PREFERENCE NONE <input checked="" type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input type="checkbox"/> 10-POINT DISAB. OTHER				14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input checked="" type="checkbox"/> REAL <input checked="" type="checkbox"/>			
15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F		16. RACE		17. APPROPRIATION, S. & E. FBI FROM: 18. <b>same</b> TO:		19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	
18. <b>same</b>		18. <b>same</b>		18. <b>yes</b>		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:	
APPROVED <i>J. E. Hoover</i> DIRECTOR, F. B. I.				<i>Effective 3/355 basis for 920-111 this position is now Public Law #94, 84th Congress. J. Allen</i>			
REMARKS: The provisions of the Universal Military Training and Service Act of 1951 have been complied with. The classification grade of this position is subject to post-audit and correction pursuant to Section 1310 of the Supplemental Appropriation Act, 1952—Public Law #253, approved 11-1-51. This promotion is temporary in accordance with Public Law #843, approved 9-27-50.  Prom. charged to pers. action off. 9-11-54—PL 763  <b>68 DEC 22 1953</b>							
SIGNATURE OR OTHER AUTHENTICATION  <i>NOT RECORDED</i>							



UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

3-122

In Reply, Please Refer to  
File No.

WASHINGTON 25, D. C.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent, of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent. I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Dorothy T. Sizoo Relationship Wife Date Nov. 20, 1953  
Address 4731 Old Dominion Drive, Arlington, Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

NAME Mrs. Dorothy T. Sizoo Relationship Wife Date Nov. 20 '53  
Address 4731 Old Dominion Drive, Arlington, Va.

30 NOV 24 1953  
NOV 4 1953

3/ger

Very truly yours,

Joseph A. Sizoo  
Special Agent

THIS PORTION TO BE PAID TO THE DESIGNATED BENEFICIARY OF HIS PAYMENT.



1. Agency and organizational designations U.S. Department of Justice Federal Bureau of Investigation				2. Pay roll		3. Block No.		4. Slip No. <b>5930</b>	
5. Employee's name (and social security account number when appropriate) <b>MR. JOSEPH A. GIZOO</b>				6. Grade and salary <b>FIELD NR 63 15 \$10,800</b>					
<b>PAY ROLL CHANGE DATA</b>									
	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	BOND	F. I. C. A.	NET PAY
7. Previous normal									
8. New normal									
9. Pay this period									
10. Remarks:						11. Appropriation(s).		12. Prepared by <b>68</b>	
								13. Audited by	
<input type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase									
14. Effective date <b>10-25-52</b>	15. Date last equivalent increase <b>4-27-52</b>	16. Old salary rate <b>\$10,800</b>	17. New salary rate <b>\$11,050</b>	18. Performance rating is satisfactory or better.  (Signature or other authentication) <b>EC</b>					
19. LWOP data (Fill in appropriate spaces covering LWOP during following periods): Period(s): <input checked="" type="checkbox"/> No excess LWOP. Total excess LWOP				(Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period. Initials of Clerk <b>EC</b>					
STANDARD FORM NO. 1126d—Revised Form prescribed by Comp. Gen., U. S. Nov. 8, 1950, General Regulations No. 102									

68 OCT 5 1953

PAY ROLL CHANGE SLIP—PERSONNEL COPY

CC-5a

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

9/21/53

I certify that I have received the following Government property for official use:  
~~returned~~

Parking Pass and Sticker #87

RETURNED.

Parking Pass and Sticker #133

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

FILE

WAG

FEB

Very truly yours,

J. A. Sizoo

TO: THE DIRECTOR

C-21-53

FROM: J. P. FOUR

SUBJECT: INSPECTOR GENERAL

In connection with my conversation with you concerning a possible successor for Inspector Leo Laughlin if he were designated for the position of SAC of the Washington Field Office, I have given this matter considerable attention, bearing in mind that Inspector Laughlin occupies an important position at the Seat of Government and in this position he also alternates in the absence of Mr. Belmont at the Executive Conference. Furthermore, the position is one which has been allocated to Grade GS-16 and any one considered for it unless they are already in Grade GS-16 would be moving up to a position of added responsibility and one involving a possible promotion. Accordingly I have reviewed all of the files of employees presently in Grade GS-15 and have come up with the following, who are listed according to their entrance on duty date in the Bureau as Special Agents, to be considered for Mr. Laughlin's position:

Victor P. Keay  
Joseph A. [redacted]  
Fred J. Baumgardner  
Gerald C. [redacted]  
George H. Saturday  
Gartha W. DeLorch

FOI 6-25-34  
FOI 11-1-30  
FOI 12-4-31  
FOI 3-4-40  
FOI 12-12-41  
FOI 6-22-42  
FOI 12-14-42

b6

You will find attached permanent briefs of the files of the men listed, along with a copy of the permanent brief of SAC. J. C. Milnes.

Mr. Keay, of course, is oldest in point of seniority and is presently assigned to the Domestic Intelligence Division as Chief of the Liaison Section. Mr. Keay entered on duty in the Bureau as a Special Agent on June 25, 1934 and is presently in Grade GS-15, \$10,12 per annum. He is 40 years of age, married and has one child. He has Associate of Arts and Bachelor of Laws Degrees and is a member of the Supreme Court. His office of preference is Washington, D. C. He has been Supervisor at the Seat of Government in the Domestic Intelligence Division since July 25, 1941. He is described as a mature, serious and sincere individual and as having a good personal appearance. It has also been reported that he has considerable amount of administrative ability and as being very capable.

JPM:EM 1/14

89 SEP 22 1953

ORIGINAL FILED IN

67 0-8359

I personally do not think that Mr. Acay makes the personal appearance desirable for the position in mind and furthermore, he was censured as late as April 16, 1953 for a series of very embarrassing mistakes made by employees assigned to his section in connection with the transmittal of information from the files of the Bureau to the Federal Security Agency.

Mr. Sizoo is second on the list in order of seniority and he entered on duty in the Bureau as a Messenger on July 10, 1935 and was appointed to the position of Special Agent on November 1, 1938. Mr. Sizoo is presently in Grade 15, \$10,000 per annum. He is 42 years of age, married and has two children. He has Associate of Arts, Bachelor of Arts and Bachelor of Laws Degrees and is a member of the Supreme Court. Mr. Sizoo in addition to serving in a number of divisional offices and serving as ASAC at Memphis, served in what was formerly the National Defense Division, now the Domestic Intelligence Division, served in the Laboratory, has served on two occasions in the Training and Inspection Division, the last as Inspector in Charge of the Training Section, has served in Mr. Tolson's office and also in your office until his recent transfer back to the Training and Inspection Division as Inspector in Charge of the Training Section. Mr. Sizoo has an excellent record in the Bureau's service.

I feel Mr. Sizoo has a good personal appearance and has excellent personal qualifications. There is no question that he has had well-rounded experience in the Bureau and I think he is ideally suited for the replacement of Mr. Laughlin in the event he is designated SAC of the Washington Field Office.

In so far as Mr. Baumgardner, Mr. Gandy, SAC Miles, Mr. Scatterday and Mr. DeLoach are concerned, I feel they have the qualifications for the position in question. However, I feel Mr. Sizoo is better qualified and for that reason I am recommending that he be designated as Inspector in Charge of the Internal Security-Liaison Branch of the Domestic Intelligence Division in the event Mr. Laughlin is designated SAC of the Washington Field Office.

March 26, 1953

~~CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on March 12, 1953.

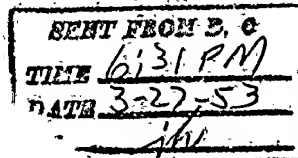
This report reflects that you have no disqualifying physical defects.

The examiner notes that the electrocardiogram afforded you was "borderline as it was in April 1952." He made no recommendation in this regard.

The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

J. Edgar Hoover  
John Edgar Hoover  
Director



WBH:mfc

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

89 MAR 31 1953

MAR 26 3 58 PM '53

RECEIVED  
FBI  
U.S. DEPT. OF JUSTICE

MAR 26 3 22 PM '53  
MAR 26 9 25 AM '53

1224

CC-5a

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

3/10/53

I certify that I have received the following Government property for official use:  
returned

Parking Space with Sticker #133

RETURNED

Parking Space with Sticker Alt. 9.

FILE  
WRG

FEB

NOT RECORDED-12

READ

112  
The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

Very truly yours,

*J. A. Sizoo*  
J. A. Sizoo, SA

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

1/9/53

I certify that I have received the following Government property for official use:  
~~returned~~

Manual of Rules and Regulations # 9  
(dated October 24, 1952)

RETURNED

Manual of Rules and Regulations #  
(dated June 10, 1946)

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking  
care of it and returning it when its use has been  
completed. DO NOT MARK OR WRITE ON IT OR MULTILATE  
IT IN ANY WAY. 1953

FILE

W.R.G.

FEB

NOT RECORDED

Very truly yours,

St. Joseph A. Sizoo

CC-5a

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

1-29-53

I certify that I have received the following Government property for official use:  
~~///returned/~~

Manual of Instructions #5815

R E A D

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been

completed. DO NOT MARK OR WRITE ON IT OR MULTILATE

6) IT IN JAN 30 1953 24

FILE  
WAG

NOT RECORDED-IT

Very truly yours,

Joseph A. Sizoo



MR. TOLSON

12/30/52

J. P. MOHR

PERSONNEL CHANGE

67-8000-1154  
A vacancy presently exists in the Training and Inspection Division occasioned by the fact that Mr. Joseph A. Sizoo has been assigned to the Director's Office. Mr. Sizoo was Inspector in Charge of the Training Section of the Training and Inspection Division, which section handled all training matters of that division.

Mr. Clegg has recommended that Inspector Jephtha S. Rogers be designated as Mr. Sizoo's successor. A permanent brief of Mr. Rogers' file is attached. Mr. Clegg feels that Rogers has demonstrated considerable ability as Inspector in Charge of the Police Training Unit and specifically the activities of the FBI National Academy. Mr. Clegg feels that Rogers should be given an opportunity to demonstrate his further capabilities by being promoted as Inspector in Charge of all training activities of the Training and Inspection Division. Mr. Clegg pointed out that the only weakness that Rogers has exhibited in the past has been in connection with the preparation of written memoranda and he feels that some of this is due to the fact that Rogers has had little experience along those lines and that the weakness in that respect can be corrected.

I feel that although Mr. Rogers has done an excellent job in the handling of the FBI National Academy that Mr. C. Lester Trotter, who is presently Supervisor in Charge of the Records Section, is excellently qualified to fill the vacancy left by Mr. Sizoo's promotion and I am recommending him for this position.

There is attached a permanent brief of Mr. Trotter's file which reflects he entered on duty in the Bureau as a clerical employee on March 22, 1934 and was appointed to the position of Special Agent on November 4, 1940. He is presently in Grade GS-15, \$10,800 per annum. He is 37 years of age, married and has three children. He is a legal resident of Forest Heights, Maryland and originally comes from Washington, D. C. His office of preference is Washington, D. C. and any Western Office. He has Bachelor and Master of Laws Degrees. In addition to serving as a Special Agent in the field, he has served as a Supervisor in the Identification Division, the Administrative Division, for a period of time was assigned to your office and was assigned to the Records and Communications Division on August 4, 1951.

Mr. Trotter has an excellent record in the Bureau's service, he has lectured before various training schools and with his background, training and experience I think he would make an excellent choice for the position of handling training functions of the Training and Inspection Division.

20 JAN 6  
JPM:DW

The Director saw Mr. Trotter in July 1952 and said he made an excellent appearance, was mature, seemed to be enthusiastic about his work and the Director rated him above average. The Director also made the observation he thought that Trotter had definite possibilities for advancement in the service.

In the event Mr. Trotter is approved for the assignment indicated, I would like to recommend that Special Agent Frank W. Waikart, who was formerly in charge of the Records Section of the Records and Communications Division, be designated for that position.

There is attached a permanent brief of Mr. Waikart's file which reflects he entered on duty as a clerical employee on March 26, 1934 and was appointed to the position of Special Agent on November 1, 1938. He is presently in Grade GS-13, \$9160 per annum. He is 39 years of age, married and has two children. He is a legal resident of Washington, D. C. His office of preference is Washington, D. C. He has a Bachelor of Laws Degree. Mr. Waikart in addition to serving in the field served in the Records Section of the Records and Communications Division from July 18, 1940 until he was transferred to the Washington Field Office on November 19, 1951. You will recall that Mr. Waikart was censured, placed on probation and reduced from Grade GS-14 to Grade GS-13 as a result of misconduct and neglect of duty on the part of a number of employees in the Records Section for whose overall supervision he was responsible.

In September 1952, the Director saw Mr. Waikart and said he made an excellent personal appearance, seemed to be intensely interested in his work and the Director rated him above average and felt he should be kept in mind for further advancement in the Bureau. Mr. Waikart advised the Director he believed he had learned a lesson from the unfortunate experience he had a year ago while in charge of the Records Section.

Mr. Waikart was subsequently assigned to the Administrative Division where he has been handling the briefing of disciplinary matters and has been doing an excellent job. I feel that Mr. Waikart with his background, training and experience would be an excellent choice to be restored in the position in charge of the Records Section. There has never been any question about his enthusiasm, interest and loyalty.

#### RECOMMENDATION

1. It is recommended that Special Agent C. Lester Trotter, presently Supervisor in Charge of the Records Section, be designated as Inspector in Charge of training functions in the Training and Inspection Division with no change in grade or salary.

00 80

2. It is recommended that Special Agent Frank W. Waikart be designated Supervisor in Charge of the Records Section with no change in grade or salary at this time.

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

12/11/52

I certify that I have received the following Government property for official use:

~~returned~~

New Commission Card with case # 42

Insp.

RETURNED

Old Commission Card with case # 42

Insp.

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

DEC 15 1952

*Doc*

FILE

WRG

DEC 15 1952

NOT RECORDED-11

Very truly yours,

Joseph A. Sizoo  
Special Agent



United States Department of Justice  
Federal Bureau of Investigation  
Washington, D. C.



Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Dorothy T. Sizoo Relationship Wife Date 12/16/52

Address 4731 Old Dominion Drive, Arlington, Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name same Relationship same Date same

Address same

125  
85 DEC 15 1952

Very truly yours,

Joseph A. Sizoo  
Special Agent

NOT RECORDED-IT

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

NOV 21 1952

TELETYPE

Mr. Tolson	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Belmont	_____
Mr. Clegg	_____
Mr. Glavin	_____
Mr. Harbo	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Laughlin	_____
Mr. Mohr	_____
Mr. Winterrowd	_____
Tele. Room	_____
Mr. Holloman	_____
Miss Gandy	_____

FBI, LITTLE ROCK 11-21-52 1-49 PM CST MAC

DIRECTOR, FBI ...D E F E R R E D...

RE INSPECTIONS. LEAVING LITTLE ROCK TODAY THREE THIRTYFIVE P. M.,  
AA - FLIGHT FOUR ZERO SIX - TO NASHVILLE, AND FLIGHT TWO TO  
WASHINGTON, ARRIVING TEN THIRTYFIVE P. M.

0  
H 51200

~~NOT RECORDED~~

~~12 NOV 25 1952~~

END AND ACK PLS

62-58-PM 10K FBI WA SS

0

67-NOT RECORDED-12

Noted in  
Comm. Sect

BY: [Signature]

cc: [Signature]

Mr. C. A. Tolson

9/17/52

Mr. H. H. Clegg

PERSONNEL  
TRAINING AND INSPECTION DIVISION

In view of the curtailment of training activities it will be possible to release certain personnel for assignment elsewhere in the Bureau as indicated herein.

INSPECTOR AND SPECIAL AGENT PERSONNEL - TRAINING SECTION

Name	Title	Position	Disposition
Joseph A. Sizoo	Inspector	Section Chief- Training Section	Should be retained for general supervision of Section
Jeptha S. Rogers	Inspector	Supervisor National Academy Matters and Police Relations	Should be retained
Carl W. Buchholz	Special Agent	Instructor	Will complete lectures now assigned to him on Monday, 9/22. Can be released that date. Recommended he be returned to Washington Field Office.
[REDACTED]	Special Agent	Supervisor	Should be released from Training Section for reassignment to anticipated vacancy in Inspection and Planning Section.
Leon A. Francisco	Special Agent	Supervisor	Should be retained for lectures during remaining weeks of New Agent and National Academy classes and thereafter to handle supervision of Auto Theft and other Field Conferences, as relief man on Rogers' desk, to handle certain outside lectures, and training research.

JAS:ATP

20 OCT 31 1952

ORIGINAL FILED IN 62-1141

COPY:mac

<u>Name</u>	<u>Title</u>	<u>Position</u>	<u>Disposition</u>
Karl V. Hetherington	Special Agent (A)	Instructor	Will complete lecture assignments on 9/24 and can be released that date. Recommend he be returned to Washington Field Office.
[Redacted]	Special Agent	Supervisor	Should be retained for National Academy Traffic lectures and research in traffic field.
Paul H. Stoddard	Special Agent	Supervisor	Can be released 10/17/52. Recommend assignment Washington Field for return to this Division when In-Service and New Agents' Training are resumed.
Frank H. Strong	Special Agent	Instructor	Strong is available for release from the Training Section but is to be assigned to a vacancy in the Inspection and Planning Section.
Orville R. Talburt	Special Agent	Supervisor	Should be retained for lectures before remaining New Agents' Classes which terminate December 5 and thereafter for preparation of material for lecture files, approval of police school lectures submitted by the Field, and related research problems.
[Redacted]	Special Agent	Supervisor	Should be retained for supervision New Agents' Training until it is completed December 5 and



<u>Name</u>	<u>Title</u>	<u>Position</u>	<u>Disposition</u>
			thereafter for Special research in training curriculums for New Agents' and In-Service classes, for Seat of Government surveys, and related matters.

The above changes result in the release of 5 Special Agents from the Training Section, 3 for assignment outside the Division. This Section will then retain 2 Inspectors and 4 Special Agent Supervisors, not counting Howard A. Meyers who is mentioned hereinafter.

INSPECTOR AND SPECIAL AGENT PERSONNEL - INSPECTION AND PLANNING SECTION

No Inspectors can be released from the Inspection and Planning Section at this time.

<u>Name</u>	<u>Title</u>	<u>Position</u>	<u>Disposition</u>
[REDACTED]	Special Agent	Supervisor- War Plans Desk	[REDACTED] has previously been indicated as available for assignment and is now under transfer. He will be replaced by SA Strong, as indicated above.

Louis P. Hurley	Special Agent	Supervisor- Manuals Desk	Hurley is available for transfer and the subject of a separate memorandum. He will be replaced by [REDACTED] as indicated above.
-----------------	---------------	-----------------------------	--

Thus, it can be seen that there will be no change in the number of Inspectors and Special Agents assigned to the Inspection and Planning Section.

GYMNASIUM PERSONNEL - TRAINING SECTION

<u>Name</u>	<u>Title</u>	<u>Position</u>	<u>Disposition</u>
Howard A. Meyers	Special Agent	Supervisor- Physical Education Program	Meyers should be retained as the Gymnasium facilities will be used by Supervisors after the termination of New Agents' training and National Academy Classes.

Name	Title	Disposition
[REDACTED]	Physical Instructor (Clerk)	[REDACTED] can be released for reassignment. He came to this Division from Identification Division where he served for approximately 7 years. Recommended he be released to Identification Division.
[REDACTED]	Gymnasium Attendant	Previous memorandum recommended his release for other duties.
[REDACTED]	Gymnasium Attendant	He should be retained.

These changes will result in the retention of SA Meyers and one attendant.

#### CLERICAL PERSONNEL - TRAINING AND INSPECTION DIVISION

Name	Title	Disposition
[REDACTED]	Stenographer	Resignation submitted to be effective 9/26/52. Request for replacement cancelled.
[REDACTED]	Stenographer	Can be released for reassignment October 10.
[REDACTED]	Clerk-Typist	Can be released for reassignment 10/20/52.
[REDACTED]	Clerk	Contemplates resigning December 5, 1952. Replacement will not be necessary.
[REDACTED]	Training Clerk	Contemplates confinement during January and entering Maternity Leave in November. Outside replacement will not be necessary. Upon her return it may be possible to release her temporary replacement.

These changes will result in a net reduction in clerical personnel of 5 employees. We will still have on the clerical staff of the Training and Inspection Division the following clerical employees.

2 Clerical Supervisors  
2 Steno and Typing Teachers  
10 Secretaries and Stenographers  
4 Clerks  
2 Clerk-Typists

RECOMMENDATION

That the disposition of personnel as outlined above  
be approved.

Mr. TOLSON

5/9/47

W. R. GLAVIN

Jas. A. Sizoo

Reference is made to the Director's memorandum of May 3, 1947, concerning the designation of Special Agents who are employed in other than the regular investigative activities of the Bureau.

With reference to the Director's instructions, he requested that a survey be made and a report submitted to him as promptly as possible upon those individuals in the Bureau at the Seat of Government or in any other part of the Bureau assigned in the field who are not engaged in investigative activities either in the actual performance of investigative work or in the supervision of investigative work.

It is further noted that the Director instructs that no more designations to the position of Special Agent of this type of employee should be made and that should any resignations or vacancies occur in those holding such positions at the present time that such vacancies be not filled.

From a review of the various Special Agent assignments referred to above, I wish to advise as follows in connection with the Director's inquiry:

#### IDENTIFICATION DIVISION

In the Identification Division, Inspector Quinn Tamm, in charge of identification activities, has had no field investigative experience.

He has in the performance of his duties made many field trips in connection with identification activities. He has not at any time been assigned to regular investigative activities in any divisional office.

Special Agent Gerard J. Engert has not at any time been assigned to the field in regular investigative duties. He has been assigned to the field for two-week period of time under the Bureau's policy of having Agents presently assigned to the Seat of Government temporarily assigned to the field for at least a two-week period each year in order to keep abreast of the Bureau's investigative activities.

67-0-6486 X  
20 OCT 31 1952

Memorandum for Mr. Tolson

5/9/47

Special Agent [ ] has not been assigned to regular field investigative work although he also has been temporarily assigned to the field for two-week period of time and will be assigned to the field in the future for such periods of time under present Bureau policy.

b6

The other Agents assigned to the Identification Division have all had regular field experience.

The Agents assigned to the Identification Division have the responsibility for the supervision of the proper performance of duty of all employees assigned to fingerprint activities.

#### TRAINING AND INSPECTION DIVISION

There is no Agent presently assigned to the Training and Inspection Division who has not had regular field experience, with the exception of H. A. Meyers, Physical Instructor in the Gymnasium who carries the designation of Special Agent.

#### ADMINISTRATIVE DIVISION

Special Agent Raymond C. Renneberger, who is assigned to the Administrative Division, has not had a regular field assignment. However, he has been in the field on the two-week field assignments. I also recall that during the large White Slave raids which the Bureau necessarily conducted some years ago that Mr. Renneberger assisted in those investigative activities in the field.

Special Agent Leo J. Gauthier, who is in charge of the Cartographic Section of the Administrative Division, has not had a regular field assignment. He also has been out on the two-week field assignments and he has from time to time assisted in the investigation of cases in the field. I recall particularly that he worked long hours on the investigations in connection with the jail break in Washington; in the investigation of the escape of certain prisoners from the Marshal's van in Washington and in the security surveys by Mr. Gurnea. Mr. Gauthier has also received training in the Major Case Schools. I would consider him fully qualified both from an investigative standpoint and an educational standpoint as a Special Agent. The only reason for listing him is because his headquarters have been the Washington headquarters and he has not been assigned to any divisional office on a more permanent basis.

All other Agents assigned to the Administrative Division have had full field experience.

Memorandum for Mr. Tolson

5/9/47

RECORDS AND COMMUNICATIONS DIVISION

There is no Agent presently assigned to the Records and Communications Division who has not had full field experience.

SECURITY DIVISION

There is no Agent presently assigned to the Security Division who has not had full field experience.

INVESTIGATIVE DIVISION

There is no Agent presently assigned to the Investigative Division who has not had full field experience.

TECHNICAL LABORATORY

There are a number of employees having a Special Agent rating in the Technical Laboratory who have not had full field experience.

At the present time there are 63 Agents or above assigned to the Laboratory. Seven of those assigned are in supervisory categories and are included in the Special Agent supervisory category at the Seat of Government. The others are listed as Special Agents not in a supervisory capacity but having technical qualifications.

The following information is furnished concerning the various sections of the Laboratory:

Administrative

Inspectors Harbo and Long are the administrative heads of the Technical Laboratory and both have had field experience. Special Agent Donald J. Parsons is the technical head of the Laboratory, he having the scientific and technical knowledge. Mr. Parsons, who entered on duty in the Bureau as a firearms expert, has not been regularly assigned to the field. However, he has assisted in conducting field investigations, and I recall particularly his assistance in connection with the landing of the saboteurs. It will be recalled that he proceeded to Florida with the investigative Agents

Memorandum for Mr. Tolson

5/9/47

and assisted in the investigation, looking toward the recovery of explosives buried by the saboteurs when they landed. I feel that Parsons can be considered as having had sufficient investigative experience to fully qualify him in his present designation of Special Agent.

Cryptanalysis -

Special Agent Churchill F. Downing is the supervisor in charge of the Cryptanalysis Section. He was assigned to the Portland Office throughout the war in charge of, cryptanalysis investigative activities, and I feel he should be considered qualified under the Special Agent standards. Special Agents Paul A. Napier and I. Woodrow Newpher are the only other Agents assigned to the Cryptanalysis Section. Mr. Napier has had two weeks of field investigative training and is eligible for such training as it is held in the future. Mr. Newpher has had no such training in the regular scheduled field assignments of two weeks which is held for such Agents at the Seat of Government, however, he will attend such training when it is held in the future.

Document -

Special Agent Joseph A. Sizoo, who is in charge of the Document Section, is fully qualified as a field Special Agent. In the same category are Special Agents Charles A. Appel and Walter G. Blackburn; both have had full field experience.

The following Special Agents assigned to the Document Section have had two weeks of investigative field experience and will be given additional such experience under the present policy being followed by the Bureau of having Agents assigned to the Seat of Government perform field investigative work each year.

Clarence E. Bohn  
[redacted]George W. Dingle  
Ramos C. Feehan  
[redacted]Sidney T. Holland  
[redacted]S. Warren Marshall  
George F. Mesnig  
Fred M. Miller  
[redacted]

Joseph E. Gormley

b6

Memorandum for Mr. Tolson

5/9/47

The following Special Agents presently assigned to the Document Section of the Laboratory have not had the two weeks' field experience, neither have they been assigned to the field at any time. However, they will be assigned to the field for investigative experience for two weeks each year under the Bureau's present policy.

James V. Blaine  
Clarence W. Brittain  
James C. Cadigan  
Durley B. Davis  
Joseph M. English  
Charles F. Grigsby  
[redacted]  
Curtis E. Thompson  
Frederick E. Webb

b6

In justification of the designation of Special Agent to the above-mentioned employees who are assigned to the Document Section, it must be remembered that these employees are on constant call to assist the regular field Special Agents in the handling of investigative work. All of the above-mentioned Agents are thoroughly qualified in the handling of questioned documents. They are assigned to assist in extortion, kidnaping and related investigations wherein document investigation, handwriting, typewriting and other such matters must be scientifically handled in the field during the actual investigation. At those times these men must be able to handle themselves the same as other Special Agents. They are out on the scenes of the crime, they are subject to the same hazards of the work and they must assume the same responsibilities as do Agents in the field. Attention is invited to the fact that in the past these Agents have been called upon to assist in the field investigative work and undoubtedly will be called upon in the future. All of the Agents above listed have appeared in court, testifying as expert witnesses in document work.

#### Physics and Chemistry -

Special Agent [redacted] is in charge of the Physics and Chemistry Section and has had extensive field experience. Special Agent Richard W. Flach has had the regular field experience.

b6

The following men have had the two weeks' field investigative assignments in the past.

[redacted]  
Peter G. Duncan



Memorandum for Mr. Tolson

5/9/47

Roy H. Jevons  
[redacted]Briggs J. White  
[redacted]

The following Special Agents have not had the field experience, however, they will be subject to it under the present Bureau policy.

Ted D. Beach (Assistant Supervisor of the  
Physics and Chemistry Section) b6

George A. Berley  
[redacted]John F. Gallagher  
William R. Heilman  
[redacted]Robert M. Zimmers  
[redacted]

Edwin R. Donaldson

You will recall that Special Agent Donaldson was assigned to the Training and Inspection Division for several years as an instructor in laboratory subjects and he has recently been returned to the Laboratory.

All of the men above mentioned are subject to call to proceed to the field in cases in which their special qualifications in physics and chemistry can be of assistance. The same requirements and responsibilities as must be undertaken by the Document men must be undertaken by these men.

Radio and Electrical -

Special Agent I. W. Conrad is the supervisor in charge of the Radio and Electrical Section. He has not been regularly assigned to the field service, however, during the late war period he had many assignments in the field in connection with clandestine radio which in my opinion fully qualified him as a Special Agent having field experience.

Special Agent [redacted] and John M. Matter, who are assigned to the Radio and Electrical Section, have had full field experience. b6

Special Agents Richard L. Millen and Roger W. Swartz have had two weeks of field ;investigative assignments.

Memorandum for Mr. Tolson

5/9/47

The following Special Agents have not had full field investigative experience nor have they had the two weeks of field experience, however, they will be given such experience under present Bureau policy:

Charles W. Arnold  
Arthur J. Baker  
Gordon L. Davy

[redacted]  
Dwayne L. Eskridge  
Robert F. Pfafman

b6

[redacted]  
Joseph L. Perritte.

The men assigned to the Radio and Electrical Section although not having regular field investigative experience, I feel have had experience which is comparable to investigative experience in the field. I recall that Eskridge was at Pearl Harbor on December 7, 1941, and was there throughout most of the war period. Others having radio engineering experience have been out in the field on numerous occasions constructing and installing radio sets. These men have handled our clandestine radio installations.

Special Agent Pfafman has had many difficult telephone assignments in the field and at the Seat of Government, and I feel he is well qualified from a Special Agent standpoint in view of the highly confidential work which has been performed by him through the entire war period.

WRG:amb

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

9/29/52

I certify that I have received the following Government property for official use:  
~~returned~~

Remington Portable Typewriter #QT 2345233

returned Corona Portable Typewriter # A3 97878

FILE  
WRG

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT, IN ANY WAY.

85 OCT 2 1952

Very truly yours,

A. A. Sizoo, SA

I recommended that Section Heads at the Seat of Government be reallocated to Grade GS 15 and Unit Heads to Grade GS 14.

Mr. J. A. Sizoo is Inspector in charge of the Training Section in GS 15. I would recommend no change.

(Excerpt from 67-02-3138)

99  
30 AUG 21 1952

67 - NOT RECORDED

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

I certify that I have received the following Government property for official use:

*Returned*  
✓ INSPECTOR'S MANUAL # 24  
(Issued April 7, 1952)

RETURNED

*mg*  
INSPECTOR'S MANUAL # 173  
(Issued May 21, 1945)

CHECK ONE: Destroyed in Field Office  
Returned to Bureau

ALPHABETICAL

FILE

READ

NOT RECORDED

1 JUN 20 1952

*165*  
6 The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking  
care of it and returning it when its use has been  
completed. DO NOT MARK OR WRITE ON IT OR MUTILATE  
IT IN ANY WAY.

FEB

Very truly yours,

*Joseph A. Sizoo*  
Joseph A. Sizoo

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-150

To: COMMUNICATIONS SECTION. MAY 20, 1952

Transmit the following message to: SAC, KANSAS CITY DEFERRED  
FBI NA RETRAINING. J. A. SIZOO ARRIVING KANSAS CITY, TWA FLIGHT  
TWO NINETEEN, EIGHT ZERO FIVE PM TODAY. PLEASE MAKE HOTEL  
RESERVATIONS.

HOOVER

JAS:ATP

ALPHABETICAL  
NOT RECORDED MAY 20 1952

RECEIVED

F B I

RECEIVED REAR NO

MAY 20 9 56 AM '52

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Carson  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Hendon  
Mr. Pennington  
Mr. Quinn Tamm  
Mr. Nease  
Miss Gandy

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

MAY 20 1952

TELETYPE

SENT VIA

9-58AM

Per

69 JUN 6 1952

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

MAY 20 1952

TELETYPE

FBI WASH DC 5-20-512

9-58 AM RD

SAC KANSAS CITY DEFERRED

FBI NA RETRAINING. U. A. SIXXXX SIZOO ARRIVING KANSAS CITY, TWA  
FLIGHT TWO NINETEEN, EIGHT ZERO FIVE PM TODAY. PLEASE MAKE HOTEL  
RESERVATIONS.

HOOVER

ENDACK PLS

OK FBI KC HD

MR. CLEGG

April 25, 1952

DIRECTOR, FBI

JOSEPH A. SIZOO  
IN-SERVICE TRAINING  
4/7 - 18/52

The above-named Special Agent attended the above General In-Service Training Course at the Seat of Government and attained the following grades:

Notebook	Absent
Examination	Absent
Double Action Course	96
Practical Pistol Course	95
Shotgun (Skeet)	18
.30 Rifle	91
Machine Gun	96

The firearms grades with the exception of the Shotgun Skeet Course have been entered on his field firearms training record.

cc: SA Joseph A. Sizoo  
Training and Inspection Division

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alben \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

HLS:hcc

26 MAY 1 1952

COMM - FBI

RECEIVED READING ROOM  
FBI  
APR 25 5 23 PM '52  
U.S. DEPT. OF JUSTICE

✓ 12 J



February 5, 1952

[Redacted]  
Chief  
Passport Division  
Department of State  
Washington 25, D. C.

Dear [Redacted]

b6

In accordance with the needs of this Bureau's service Inspectors Edmund D. Mason, Joseph A. Sizoo, C. W. Stein and William G. Simon will find it necessary to travel between the United States and England, France, Spain, Austria, Brazil, Panama, Mexico and Canada. It will be appreciated if you will arrange to issue special passports to them.

Sincerely yours,

cc-Personnel file Wm. G. Simon

John Edgar Hoover  
Director

EDM:DMG

(No immediate travel contemplated. This is merely for the purpose of Inspectors' having passports per the Director's instructions. All other Field Inspectors have already obtained passports.) EDM.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

U. S. DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON 25, D. C.

FORM APPROVED  
BUDGET BUREAU NO. 50-R064

NOTIFICATION OF PERSONNEL ACTION

Prepared by *[Signature]*  
Checked by *[Signature]*  
Filed by *[Signature]*

1. NAME (MR., MRS., MISS, FIRST, MIDDLE INITIAL, LAST) <b>MR. JOSEPH A. SIZOO</b>		2. DATE OF BIRTH <b>8-23-10</b>	3. JOURNAL OR ACTION NO. <b>F.B.I. 22492</b>	4. DATE <b>4-11-52</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>PROMOTION</b>		6. EFFECTIVE DATE <b>4-27-52</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>Schedule A Part 5.103 (a)</b>	
FROM		TO		
Inspector		Same		
GS 14 CCC \$255 \$9500 per annum		GS 15 \$10,600 per annum		
Div. Two				
D. C.				
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE <input checked="" type="checkbox"/> NONE <input type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/> WWII <input type="checkbox"/> WWI <input type="checkbox"/> OTHER		14. POSITION CLASSIFICATION ACTION <input type="checkbox"/> NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input checked="" type="checkbox"/> REAL.		
15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F	16. RACE <input checked="" type="checkbox"/> W <input type="checkbox"/> O	17. APPROPRIATION S. & E., FBI FROM: TO:		18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
		19. DATE OF OATH (ACCESSIONS ONLY)		20. LEGAL RESIDENCE
REMARKS <p>This promotion is temporary in accordance with Public Law 4043, approved 9-27-50. The provisions of the Universal Military Training and Service Act of 1951 have been complied with. The classification grade of this position is subject to post-audit and correction pursuant to Section 1910 of the Supplemental Appropriation Act, 1952 - Public Law 4253, approved 11-1-51.</p>				
16 APR 18 1952				
SIGNATURE OR OTHER AUTHENTICATION				

JOSEPH A. SIZOO

INSPECTOR

EOD: July 10, 1935 - Messenger  
November 1, 1938 - SA

GRADE: GS-14 - \$9600

OFFICE OF PREFERENCE: (1) None  
(3)

(2)

DICTATION ABILITY: Not Rated

ASSISTANT DIRECTOR CLEGG:

Mr. Sizoo reported for duty in the Training and Inspection Division on January 30, 1952, having been formerly Inspector in Charge of the Records Section. His file shows that he is highly capable, possessed of definite executive talent, utilizes good judgment, is calm, enthusiastic, has a good personality, gets to the heart of problems quickly, is possessed of a good, analytical mind, is industrious, and puts in a considerable amount of overtime. While assigned to Mr. Tolson's Office, he demonstrated above average ability in applying his knowledge and aptitude. He was possessed of considerable executive ability and per the Director's instructions should be considered for future executive positions in the Bureau.

INSPECTOR HARBO:

Mr. Sizoo is above average in appearance and personality, has been previously assigned to the Training and Inspection Division as an Inspector, and is well qualified for this assignment.

RECEIVED

RECEIVED

RECEIVED

INSPECTION REPORT  
TRAINING AND INSPECTION DIVISION  
INSPECTOR R. T. HARBO  
February 7, 1952

*Handwritten signature/initials*

11 MAR 21 1952

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. NICHOLS  
 FROM : J. A. SIZOO  
 SUBJECT: TRANSFER TRAINING AND INSPECTION DIVISION  
 C. L. Trotter

DATE: 1-29-58

Mr. Trotter is officially assuming the responsibilities of the supervision of the Records Section effective today's date. I will report to the Training and Inspection Division tomorrow.

JAS:rmb

*Noted by [signature]*

35129-195  
 3/11  
 3/11  
 [signature]

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *Jan*  
 FROM : J. P. MOHR  
 SUBJECT: ADDITIONAL INSPECTORS  
TRAINING AND INSPECTION DIVISION

DATE: 1/4/52

Reference is made to your conversation with me concerning the desirability of obtaining additional inspectors for assignment to the Training and Inspection Division in order to increase our inspection service in the field and at the Seat of Government. The Director also advised me that he was desirous of considering additional men for inspection assignments at this time.

Reference is made to Mr. Clegg's memorandum to you dated December 19, 1951, concerning the frequency of inspections in the field and at the Seat of Government. Mr. Clegg pointed out that he presently had available in the Training and Inspection Division four full-time inspectors as follows: B. C. Brown, H. B. Long, T. E. Naughten and C. W. Stein. In addition, for inspection work subject to the Director's approval and for surveys at the Seat of Government he has Inspector C. D. DeLoach. Mr. Clegg did not mention in his memorandum, however, that from time to time Mr. Harbo is utilized in making inspections in nearby offices and at the Seat of Government.

Mr. Clegg pointed out that during the year 1951, regular full field inspections were made of a total of 45 divisional offices as compared with 30 in 1950 and the number during 1951 was the highest number of inspections made for many years. Six recheck inspections of divisional offices were made in 1951 as compared with two recheck inspections during 1950. During 1951 there were two regular inspections of Seat of Government divisions. During 1951 all offices conducted self-inspections or are scheduled for self-inspections before the end of January, 1952 except Boston, which had one regular inspection and one recheck inspection during 1951.

Mr. Clegg stated he believed that in the future in addition to a self-inspection of each divisional office and each division at the Seat of Government annually, we should endeavor to build up the inspection staff of the Training and Inspection Division to permit two regular field office inspections annually and at least one Seat of Government inspection annually. He said he felt such a program would require a total full-time inspection staff of ten.

I have discussed with Mr. Mason of the Training and Inspection Division the program outlined by Mr. Clegg and Mr. Mason is of the opinion that an adequate inspection service can be provided for the field and Seat of Government with one regular inspection and one self-inspection per year. He also felt that in order to round out this picture and make it adequate, there should be some recheck inspections.

*I agree with this*

JPM:DW

*Salpicio*  
*W. E. [unclear]*

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Egan \_\_\_\_\_  
 Gurnea \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Hendon \_\_\_\_\_  
 Jones \_\_\_\_\_  
 Mumford \_\_\_\_\_  
 Quinn Tamm \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

80006-1065

*File*  
*2-1*  
*per [unclear]*

where the condition of an office would indicate the desirability of such rechecks and possibly more than one regular inspection where a new Agent in Charge is designated in certain instances. Mr. Mason is of the opinion that anyone who is selected for the position of field inspector should have the greatest amount of field experience and if possible should have experience as an SAC. Mr. Mason submitted the attached list containing sixteen names, ten of them being present SACs, three present ASACs, two Seat of Government Supervisors and one Field Supervisor for consideration as full field Inspectors.

Mr. Mason pointed out that in the event the Bureau's inspection program required one regular inspection and one self-inspection per year with the desired number of recheck inspections, that six full-time field Inspectors could handle this program on an annual basis. This would include an inspection of the Legal Attache and Liaison Offices by an Inspector of the Training and Inspection Division every other year. As you will recall, the Director approved a program of having the Correlation-Liaison Section make a check of the Legal Attache and Liaison Posts one year and on the following year a regular inspection to be made by an Inspector of the Training and Inspection Division. This program is being followed at the present time. There are ten Legal Attache and Liaison Offices at the present time. Mr. Mason in his estimate of six full-time field Inspectors is also considering the possibility of utilizing Mr. Harbo on some Seat of Government inspections and possibly an inspection or two of nearby divisional offices.

I am of the opinion that the Bureau's inspection service is an important adjunct of the work of the Bureau. However, I wish to point out that it is one that involves considerable administrative cost. I think that the advantages of a considerable number of inspections are outweighed by the cost involved and the certain amount of disruption which occurs in a divisional office when it is subject to a regular inspection or even a self-inspection. As you know, at the present time divisional office inspections are conducted with the use of Inspector's Aides and on an average of ten to fifteen Inspector's Aides are used per inspection. In the event we had six full-time field Inspectors assigned to the Training and Inspection Division and they were out in the field conducting inspections at the same time, approximately ninety Inspector's Aides would be tied up on this work. If there were ten Inspectors, there would be approximately 150 Inspector's Aides. The Inspector's Aides are the best qualified men we have in the service with the greatest amount of experience and obviously their services are lost to the Bureau's investigative work when they are tied up on field inspection assignments.

Furthermore, it should be borne in mind that in the larger offices a full field inspection takes a considerable period of time. If the program suggested by Mr. Clegg were adopted of having two field in-

pections and a self-inspection annually, the New York Office would be under inspection approximately half the year. The last regular inspection of the New York Office in 1951 took seven weeks utilizing the services of 25 Inspector's Aides. A self-inspection would last at least seven weeks and probably longer because the New York Office would not be able to utilize as many personnel in making a complete inspection of the office. Assuming, however, that it took seven weeks, two regular inspections plus the self-inspection would take as a minimum 21 weeks out of a year. It should also be pointed out that during an inspection a considerable amount of Agents' time is lost during interviews, writing memoranda and the like and a considerable amount of stenographic, typist and clerical time is utilized in connection with an inspection.

I feel that an agency such as the Bureau which is not decentralized and which operates with uniform operating procedures is not in need of so many inspections as an agency which is decentralized and does not have standard operating procedures in each office. Consequently I am in favor of one regular inspection for the Seat of Government and the field per year and one self-inspection for the Seat of Government and the field per year.

I have given very careful thought to the selection of men for assignment to the Training and Inspection Division for full field inspection work. They are listed in the order of my choice in accordance with what I believe the qualifications for this assignment should be.

1. JOSEPH A. SIZOO, Inspector in Charge, Records Section, Records and Communications Division

Mr. Sizoo entered on duty in the Bureau in a clerical capacity on July 10, 1935 and was appointed to the position of Special Agent on November 1, 1938. He is presently in Grade GS-14, \$9600 per annum. He is 41, married and has two children. He has Bachelor of Arts and Laws Degrees. He is a legal resident of Arlington, Virginia and has no office of preference. Mr. Sizoo has an outstanding record in the Bureau's service and has served as a Supervisor in the Security Division, was in charge of the Document Section in the Laboratory and has previous experience as an Inspector in the Training and Inspection Division. As you know, he was also assigned to your office for a year and did an outstanding job. He was assigned to his present job in the Records Section on August 4, 1951. I have discussed with Mr. Nichols the possibility of Mr. Sizoo being utilized as a full-time field Inspector and Mr. Nichols advised that although he would hate to lose Mr. Sizoo, he was of the opinion that he had qualifications for such an assignment. In the event Mr. Sizoo is selected for an Inspector's assignment in the Training and Inspection Division, Mr. Trotter will be recommended to replace him since it is felt Mr. Trotter is fully qualified to handle the duties and responsibilities of running the Records Section. Mr. Nichols agrees.

I agree  
1-4

OK  
H.

Let to Mr. Trotter  
1-5-52  
JAN 5 1952  
- 3 -

2. WILLIAM G. SIMON, Assistant Special Agent in Charge, Kansas City Division

Mr. Simon entered on duty as a Special Agent on December 9, 1940 and is presently in Grade GS-13, \$8760 per annum. He is 38, married and has three children. He has Bachelor of Arts and Laws Degrees. He has no office of preference. Mr. Simon has an excellent record in the Bureau's service, has had a wealth of experience as an Agent in the field, as a Supervisor in the Security Division and has been ASAC at Kansas City since April 27, 1950. The Director saw him on November 5, 1951 and said he made a good personal appearance, seemed to be interested in his work and he rated him above average.

3. JULIUS M. LOPEZ, Special Agent in Charge, New Orleans Division

Mr. Lopez entered on duty in the Bureau as a Special Agent on March 22, 1937, resigned October 20, 1937, was reinstated on May 15, 1939 and is presently in Grade GS-14, \$9600 per annum. He is 43, married and has no children. He has Bachelor of Science and Laws Degrees. He is a legal resident of Biloxi, Mississippi and his office of preference is New Orleans. Mr. Lopez has an excellent record and has a wealth of experience as an Agent, as a Supervisor at the Seat of Government, as ASAC and as SAC.

4. JOHN F. MALONE, Special Agent in Charge, Louisville Division

Mr. Malone entered on duty as a Special Agent on May 4, 1942 and is presently in Grade GS-14, \$9600 per annum. He is 41, married and has no children. He has a Bachelor of Arts Degree. He is a legal resident of Carbondale, Pennsylvania and has no office of preference. Mr. Malone has an excellent record and has had extensive experience as an Agent in the field. He was assigned to the Training and Inspection Division as a firearms expert at Quantico, has been a Supervisor in the Security Division, served as ASAC in Cleveland, as SAC in San Diego and his present office of assignment, Louisville. Mr. Malone is an extremely conscientious, sincere and loyal individual.

5. NATHANIEL R. JOHNSON, Assistant Special Agent in Charge, Pittsburgh Division

Mr. Johnson entered on duty as a Clerk on May 25, 1942 and was appointed a Special Agent on December 14, 1942. He is presently in Grade GS-13, \$8560 per annum. He is 31, married and has two children. He has a Bachelor of Arts Degree and attended law school. He is a legal resident of Wildwood, New Jersey and has no office of preference. He has an excellent record in the Bureau's service and has had considerable experience in the field in addition to experience as a Supervisor in the Security Division at the Seat of Government. He has been ASAC at Pittsburgh since December 18, 1950 and has done an outstanding job in his present position, having received a meritorious increase on September



Mr. St. Edwards also only a letter  
recommending me to the C. C. Newington  
+ the Board on July 1, 1951. 2-2-51  
recommends my name

20, 1951 for the outstanding manner in which he handled the supervision and pickup of Smith Act subjects in the Pittsburgh Division. The Director saw him on November 5, 1951 and said he made a very good personal appearance, seemed to be particularly enthusiastic and he would rate him above average.

6. FRANK L. PRICE, Chief, Criminal Section, Investigative Division

Mr. Price entered on duty on February 3, 1941 and is presently in Grade GS-14, \$9600 per annum. He is 37, married and has two children. He has Bachelor of Arts and Laws Degrees. He is a legal resident of Washington, D. C. and has no office of preference. Mr. Price has an excellent record in the Bureau's service and has had extensive experience as a Supervisor at the Seat of Government. He presently occupies an important supervisory position in the Investigative Division. The Director saw him on March 13, 1951 and said he was very well impressed with Mr. Price's enthusiasm and reaction to certain suggestions the Director made in connection with slot machine activity enforcement and the enforcement of the cattle theft legislation. The Director had previously seen Mr. Price on January 13, 1951 and said he made an excellent appearance, appeared to have a fine attitude and it was felt he should be kept in mind for further advancement in the Bureau.

The foregoing list of six names of potential Inspectors is submitted in the event the suggestion made by Mr. Clegg is approved.

However, as indicated I do not agree with Mr. Clegg's suggestion.

RECOMMENDATION

I recommend that two full-time Inspectors be added to the inspection staff of the Training and Inspection Division in order that one regular inspection can be conducted per year of the Seat of Government and the field and also the Legal Attache Offices every other year, with any necessary recheck inspections that might be indicated. I have discussed the selections submitted above with Mr. Mason and he feels any or all of them would be excellent adjuncts to the inspection staff of the Training and Inspection Division.

I agree and recommend  
Sizoo and  
Simon for  
inspection work

Stanoid prep 1-4  
1-5-52  
Smithline

— CH. Vant now considered  
my meaning of yesterday  
re different base of  
Inspector's aides  
Done + memo  
mason 1-4-52  
M

JOSEPH A. SIZOO

EOD:

GRADE AND SALARY:

OFFICE OF PREFERENCE:

ASS'T. DIRECTOR L. B. NICHOLS

*Clark*  
*W. J. [unclear]*  
INSPECTOR

11-1-38

GS-14, \$8800.00

1. Washington
2. Los Angeles

Mr. Sizoo was assigned as the Inspector in Charge of the Records Section on August 4, 1951. Immediately following this period it was necessary for him to spend considerable time covering his desk and breaking in his replacement. However, he spent considerable time in the Records Section and has taken hold of the problems there in a most gratifying manner. He has put in long hours and he impresses me with the soundness of his judgment and the vigor with which he approaches the solution of problems presented to him. He is self-reliant and confident and I am sure will give the same type of excellent performance that has characterized his other assignments in the Bureau. I am impressed with his enthusiasm, high intelligence and industry.

STATUS: Satisfactory

Inspector Harbo:

Mr. Sizoo is well above average in intelligence, alertness, and enthusiasm. He has applied himself very diligently to the reorganization of the Records Section and the strengthening of weak spots. There is much yet to be done but he is making good progress.

INSPECTION REPORT  
RECORDS SECTION  
INSPECTOR HARBO  
November 9, 1951

*86*  
*2-M*  
*3 ju*  
20 FEB 12 1952

endeavor to have not more than one Inspector in Washington at any time whose services are needed occasionally to aid on surveys and special assignments in Washington; - but we do have this problem in mind in order to obtain the maximum number of field inspections and we will continue to keep those who are approved for field inspection service on the road for this purpose and to the maximum extent possible.

V. M.

76

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *Wm*  
FROM : E. H. CLEGG  
SUBJECT: INSPECTORS IN WASHINGTON

DATE: 9/15/51 *Vin*

Mr. Ladd advised of the Director's inquiry concerning inspectors being in Washington and the need for keeping them on inspections in the field. *Wm*

The field inspectors assigned to this Division with their whereabouts are as follows:

S. C. Brown - now inspecting Savannah office. He expects to complete there next week and then proceed directly to the inspection of the Miami and San Juan Offices.

H. B. Long - now inspecting Minneapolis. He completes his present road trip possibly by the end of next week, then returns to Washington, dictates his report and then has applied for his annual vacation.

T. E. Naughten - now on vacation, his annual leave to continue until his return on September 24, after which he will promptly proceed to the inspection of the Baltimore Office.

C. W. Stein - under transfer to this Division - has not yet reported from the Washington Field Office.

Mr. G. C. Gearty, until recent weeks a field Inspector, is now assigned to Mr. Tolson's office; Mr. J. A. Stroop was several months ago transferred from this Division and is now in the Records & Communications Division; Mr. J. A. Carlson resigned, and Mr. Stein is the only replacement who is under transfer to this Division.

Occasionally in the past there have been more than one inspector in Washington temporarily when two road trips ended at approximately the same time and their dictation and their final report is taking place in Washington. *96*

67-630-167  
HHC:ED  
CC - Mr

①  
SIZOO, JOSEPH A.

b6

SIZOO, JOSEPH A.

Exposed to  Sent to DCC 9-19-51.  
Negative report 9-24-51.

SV  
53 OCT 12 1951  
JON  
DFF

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

August 20, 1951

I certify that I have ~~received~~ the following Government property for official use:  
returned

GA  
Manual of Rules and Regulations No. 158  
Manual of Instructions No. 7566  
~~Supplemental Instructions No. 7566~~

ALPHABETICAL

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

27 1951

183

20 AUG 22 1951

FILE

WFG

FEB. 1951

Very truly yours,

J. A. Sizoo

## OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 8-7-51

FROM : J. P. MOHR

SUBJECT: REPLACEMENT FOR J. A. SIZOO

I would like to recommend that Inspector Gerald C. Gearty of the Training and Inspection Division be assigned to your office to replace Mr. J. A. Sizoo who has been designated Inspector in Charge of the Records Section to replace Mr. Holloman.

There is attached a permanent brief of Mr. Gearty's file which reflects that he entered on duty as a clerical employee on June 12, 1939 and was appointed to the position of Special Agent on March 4, 1940. He is presently in Grade GS-14, \$8800 per annum. He is 40 years of age, married and has one child. He has Bachelor of Arts and Bachelor of Laws Degrees. He is a legal resident of Minneapolis, Minnesota and he has no office of preference.

Mr. Gearty has an excellent record in the Bureau's service, has served in a number of divisional offices, has been ASAC at Cleveland, was a Supervisor in the Investigative Division from May 1941 until June 1944 and has been assigned to the Training and Inspection Division since February 28, 1950.

I have discussed Mr. Gearty's qualifications with Mr. Clegg and Mr. Clegg feels that he would very capably perform the duties performed formerly by Mr. Sizoo. I know Gearty and I feel that he will work out satisfactorily.

I would like to have a few more days to consider somebody to replace Mr. Trotter. I have thought of a number of possibilities but I still would like to give this problem a little more consideration. Actually if we could get Gearty up here in the near future we could very well get along for a little while without someone to replace Mr. Trotter. Eventually, of course, we should have someone to come in and take over during my absence of Mr. Gearty's absence in the event you approve Mr. Gearty.

JPM:DW

164  
32 AUG 30 1951

DIRECTOR'S NOTATION: "OK" H,

U. S. DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON 25, D. C.

FORM APPROVED  
BUDGET BUREAU NO. 50-R064

NOTIFICATION OF PERSONNEL ACTION

Filed by  
*[Signature]*

1. MIDDLE INITIAL (LAST) <b>A-51200</b>		2. DATE OF BIRTH <b>8-22-10</b>	3. JOURNAL OR ACTION NO. <b>F.B.I. 473324</b>	4. DATE <b>1-31-52</b>
5. Following action affecting your employment: (STANDARD TERMINOLOGY) <b>RE-CLASS</b>		6. EFFECTIVE DATE <b>2-3-52</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>Schedule A Part 6.100 (n)</b>	
FROM		TO		
8. POSITION TITLE  9. SERVICE, GRADE, SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS		<b>Div. Two</b> <b>D. C.</b>		
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE <input checked="" type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/> WWII <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> DISAB. <input type="checkbox"/> WIFE <input type="checkbox"/> WIDOW <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input checked="" type="checkbox"/> <b>CCC 1255</b> <b>John J. McGuire, Jr.</b>		
15. SEX <b>M</b>	16. RACE <b>W</b>	17. APPROPRIATION S. & E., FBI FROM: TO:		18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>yes</b>
		19. DATE OF OATH (ACCESSIONS ONLY) <b>12</b>		20. LEGAL RESIDENCE <b>12</b>

REMARKS

Temporary in accordance with Public Law 4343, approved 9-27-50.  
The provisions of the Universal Military Training and Service Act of 1951 have been complied with.  
The classification grade of this position is subject to post-audit and correction pursuant to the provisions of Section 1310 of the Supplemental Appropriation Act, 1952 - Public Law 4253, approved 11-1-51.

SIGNATURE OR OTHER AUTHENTICATION.

8. FILE



STANDARD FORM 50  
UNITED STATES  
CIVIL SERVICE COMMISSION  
OCTOBER 1946

NOTICE

1. NAME (MR. - MISS - MRS. - FIRST - V

MR. JOSEPH

TO: [REDACTED]

This is to notify you of the following:

5. NATURE OF ACTION (USE S

REASON:

[REDACTED]

ALPHABETICAL

3

Pdr

Mr. Clegg

February 29, 1952

Director, FBI

Joseph A. Sizoo  
Special Agent

Rourlet February 26, 1952.

You should instruct the above-named Agent to report to Room 5242, Department of Justice Building, Ninth and Pennsylvania Avenue, Northwest, Washington, D. C., for In-Service Training at 10:00 a. m. Monday, March 24, 1952, for a period of twelve days.

Instructions attached.

Enclosures

WSH:bjr

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

COMM - FBI

FEB 29 1952

MAILED 26

64 MAR 12 1952

AS E per W & H

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

DATE: 2/26/52

FROM : MR. CLEGG *WCS*SUBJECT: INSPECTOR J. A. SIZOO  
IN-SERVICE TRAINING

Mr. K. R. McIntire was scheduled to attend In-Service Training beginning March 24, 1952. Since Mr. McIntire has resigned; and since his replacement, Mr. Sizoo, last attended In-Service Training March of 1950, it will be appreciated if Mr. Sizoo can be scheduled to attend In-Service Training on March 24, 1952 in place of Mr. McIntire.

CC: Mr. Sizoo

Mr. Tolson	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Belmont	_____
Mr. Clegg	_____
Mr. Glavin	_____
Mr. Harbo	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Laughlin	_____
Mr. Mohr	_____
Tele. Room	_____
Mr. Nease	_____
Miss Gandy	_____

NAW:jo

ALPHABETICAL

NOT RECORDED  
8 MAR 7 1952*3-24-52  
WCS*

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

2-1-52

I certify that I have ~~received~~ the following Government property for official use:  
returned

Parking Pass #89 with sticker

Received

Alternate Parking Pass #19 with sticker

ALPHABETICAL

READ

FEB 20 1952

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

59 FEB 21 1952

FILE

WRG

PER

Very truly yours,

Joseph A. Sizoo, SA

8 RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

7/28/52

I certify that I have received the following Government property for official use:  
~~returned~~

Alternate Parking Pass for Space #9 with Sticker

Returned

Alternate Parking Pass for Space #19 with Sticker

12/1  
ALPHABETICAL

NOT  
13 MAR 7 1952

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

64 MAR 13 1952  
774

FILE

WRG

PER mb

Very truly yours,

*Joseph A. Sizoo*  
Joseph A. Sizoo, SA

Best Copy Available

January 5, 1952

Ed by  
Filed by

Mr. J. C. Warritt  
Director  
The National Conference of Bar Examiners  
512 Executive Building  
Denver 2, Colorado

Dear Mr. Warritt:

Receipt is acknowledged of your letter dated January 24, 1952, regarding Mr. Joseph A. Linco, who is applying for admission to the bar of Virginia.

In reply, please be advised Mr. Linco entered on duty in the Federal Bureau of Investigation in a clerical capacity on July 10, 1935, and he was appointed to the position of Special Agent on November 1, 1938. He is presently occupying the position of Inspector. A character and fitness investigation was conducted prior to Mr. Linco's entry on duty and he was found satisfactory for employment in this Bureau.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director

CC:Mr. Clegg-PERSONAL ATTENTION-  
JG:dg  
67-57045

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

FEB 14 1952

FEB 6 1952

RECEIVED REAR M. 11  
F B I  
FEB 5 4 32 PM '52

FEB 6 9 30 AM '52  
S. DEPT. OF JUSTICE  
REC. DIRECTOR

V. R.

File

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

1-11-52

I certify that I have received the following Government property for official use:

~~RECEIVED~~

SUPERVISOR'S MANUAL # 66

(issued Jan. 2, 1952)

RETURNED

SUPERVISOR'S MANUAL # 66 ✓

(issued Aug. 21, 1950)

1204  
ALPHABETICAL

READ

NOT

13 MAR 5

FILE

WRG

PER

EB

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

MAR 10 1952

Very truly yours,

Joseph A. Sizoo  
Joseph A. Sizoo, SA

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

1-30-52

I certify that I have received the following Government property for official use:  
returned

Manual of Instructions #14 - Volume I  
Volume II  
Volume III

Manual of Rules and Regulations - #181

ALPHABETICAL

NOT RECORDED

12 FEB 13 1952

READ

FILE

WRG

PER

MB

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking  
care of it and returning it when its use has been  
completed. DO NOT MARK OR WRITE ON IT OR MUTILATE  
IT IN ANY WAY.

65 FEB 15 1952

Very truly yours,

J. A. Sizoo  
Inspector



RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

*FK*

11-8-51

I certify that I have received the following Government property for official use:

*returned*

*1*  
*kg*  
Manual of Rules & Regulations #181

Manual of Instructions #14

~~Manual of Instructions #189~~

ALPHABETICAL

NOT RECORDED

10 NOV 28 1951

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

59 DEC 3 1951

FILE

WRG

FEB

Very truly yours,

*Joseph A. Sizoo*  
Joseph A. Sizoo

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

11-20-51

I certify that I have received the following Government property for official use:

~~XXXXXXXXXX~~

*ppd*

*see*  
Parking Pass and Sticker for Garage Space #89

READ  
---

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

*7375*  
*58* NOV 30 1951

ALPHABETICAL

RECORDED

10 NOV 29 1951

FILE

WRG

PER *[Signature]*

Very truly yours,

*[Signature]*

J. A. Sizoo, SA

# Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

DATE: 11-9-51

FROM : MR. NICHOLS *JNS*

SUBJECT: PARKING SPACE #89

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alden \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

This space was formerly assigned to Frank W. Waikart. In view of Waikart's transfer to the Washington Field Office, this space is to be reassigned to J. A. Sizoo, Inspector in Charge of the Records Section.

JAS:rmb

ALPHABETICAL  
NOT RECORDED

13 NOV 21 1951

FILE

WRG

PER. *PJP*

*104*  
76 NOV 26 1951 *F-108*

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

October 5, 1951

I certify that I have ~~received~~ the following Government property for official use:  
returned

*sent*  
Identification Badge \$B-6426  
Master Key to Fifty Floor

READ

OCT 11 1951

ALPHABETICAL

FILE  
WRG

*PJO*

16  
52  
The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking  
care of it and returning it when its use has been  
completed. DO NOT MARK OR WRITE ON IT OR MUTILATE

IT IN ANY WAY!  
*8/68*

Very truly yours,

*Joseph A. Sizoo*  
Joseph A. Sizoo

MR. L. B. NICHOLS

August 4, 1951

DIRECTOR, FBI

~~CONFIDENTIAL~~

I am attaching hereto a copy of a communication which I have addressed today to Inspector J. A. Sizoo designating him as Inspector in Charge of the Records Section replacing Special Agent Frank C. Holloman.

It is my desire that Mr. Sizoo's office be physically located on the seventh floor in the Records Section so that he can closely supervise the activities of that particular section.

Attachment

WEG:JC

32 AUG 22 1951

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_

RECEIVED  
AUG 4 6 50 PM '51  
U.S. DEPT. OF JUSTICE  
DIRECTOR

MAILED 2  
AUG 6 1951  
COMM-FBI

RECEIVED  
AUG 4 6 35 PM '51  
U.S. DEPT. OF JUSTICE  
FBI  
RECORDS SECTION

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON <sup>19</sup>  
 FROM : MR. NICHOLS  
 SUBJECT: J. A. SIZOO  
 C. LESTER TROTTER

DATE: August 6, 1951

This is to advise that Mr. Sizoo and Mr. Trotter reported to the Records Section for assignment on instant date. Mr. Sizoo was assigned as Inspector and Mr. Trotter as Chief of the Records Section. They may be contacted on Ext. 651, Room 7204.

sb.

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

RECORDED

32 SEP 12 1951

570-45-229X

67-4447-523
Searched _____
Numbered 160 _____
Filed 152 59 _____
10 AUG 16 1951
FEDERAL BUREAU OF INVESTIGATION

File  
 2nd  
 Fast

August 4, 1951

LT. J. J. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

This is to advise you that effective immediately you are being designated as Inspector in Charge of the Records Section of the Records and Communications Division.

You should report immediately to Mr. L. B. Nichols for assignment.

Sincerely yours,

*John Edgar Hoover*

John Edgar Hoover  
Director

WRG:JC

CC - Mr. L. B. Nichols (under cover memo)

b6

CC - Movement Section

CC -

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Aluen \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

*Delivered by hand  
8-6-51. HWS*

SEP 22 1951  
U.S. DEPT. OF JUSTICE  
DIRECTOR

57045-229  
10  
87  
U.S. DEPT. OF JUSTICE  
RECEIVED  
FBI  
122  
122  
122

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *V.M.*  
 FROM : J. P. MOHR  
 SUBJECT: JOSEPH A. SIZOO

DATE: 10/2/51

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Alden \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*Mr. Edwards (2011)*  
*pleasure*  
*JP*

You will recall that Mr. Sizoo took over the desk formerly occupied by Inspector Carlson in your office and Mr. Sizoo handled this desk until his assignment to the Records Section as Inspector in Charge in August 1951.

During Mr. Sizoo's assignment to your office I feel he made a very worthwhile contribution to the work of the Bureau and I was particularly impressed by his aptitude in handling all of the various phases of the work in your office. Mr. Sizoo has an excellent background and knowledge of the Bureau's policies and procedures and demonstrated above average ability in applying this knowledge and aptitude in the work of the office.

I feel that Mr. Sizoo is possessed of considerable executive ability and I feel should be considered for future executive positions in the Bureau. I am submitting this memorandum because I feel in view of the outstanding work performed by Mr. Sizoo that it should be made a part of his Bureau record.

*J.P. Mohr*

JPM:DW

*fine*  
*Agree*  
*10/2/51*  
*RECORDED - 33*

67-57045-230

Searched \_\_\_\_\_  
 Indexed \_\_\_\_\_  
 153  
 OCT 3 1951

*JP*



# FEDERAL BUREAU OF INVESTIGATION

## UNITED STATES DEPARTMENT OF JUSTICE

### REPORT OF PERFORMANCE RATING

Name of Employee: JOSEPH A. SIZOO

Where Assigned: Records and Communications Division Records Section  
 (Division) (Section, Unit)

Payroll Title: Inspector in Charge of Records Section

Rating Period: from 8-6-51 to 10-26-51

ADJECTIVE RATING: Satisfactory  
 Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

Rated by: C. B. Mubor Assistant to 10-26-51  
 Signature Title Date

Reviewed by: \_\_\_\_\_  
 Signature Title Date

Rating approved by: W. J. Allen ASSISTANT DIRECTOR NOV 2 1951  
 Signature Title Date

TYPE OF REPORT

( ) Official

( ) Annual

(X) Administrative

(X) 60-day

( ) Transfer

( ) Separation from service of INVESTIGATION

( ) Special

67-57045-231

Searched

Number 109

9 OCT 30 1951

118  
NOV 26 1951

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Joseph A. Sizoo

Inspector in Charge

Name of Employee

Title of Records Section

Rating Period: from 8-6-51 to 10-26-51

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |  |  |
|--|--|
| <u>+</u> (1) Personal appearance.  | <u>✓</u> (17) Firearms ability.  |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.   | <u>0</u> (18) Development of informants and sources of information.  |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).   | <u>+</u> (19) Reporting ability:<br><u>-</u> (a) Investigative reports<br><u>+</u> (b) Summary reports<br><u>+</u> (c) Memos, letters, wires<br>(Consider: <u>-</u> conciseness; <u>-</u> clarity; <u>-</u> organization; <u>-</u> thoroughness; <u>-</u> accuracy; <u>-</u> adequacy and pertinency of leads; <u>-</u> administrative detail.)  |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).   | <u>0</u> (20) Performance as a witness.  |
| <u>+</u> (5) Resourcefulness and ingenuity.  | <u>✓</u> (21) Executive ability:<br><u>+</u> (a) Leadership<br><u>+</u> (b) Ability to handle personnel<br><u>+</u> (c) Planning<br><u>+</u> (d) Making decisions<br><u>+</u> (e) Assignment of work<br><u>+</u> (f) Training subordinates<br><u>+</u> (g) Devising procedures<br><u>+</u> (h) Emotional stability<br><u>+</u> (i) Promoting high morale<br><u>+</u> (j) Getting results |
| <u>+</u> (6) Forcefulness and aggressiveness as required.  | <u>0</u> (22) Ability on raids and dangerous assignments:<br><u>-</u> (a) As leader<br><u>+</u> (b) As participant   |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  | <u>✓</u> (23) Organizational interest, such as making of suggestions for improvement.  |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.  | <u>+</u> (24) Ability to work under pressure.  |
| <u>+</u> (9) Planning ability and its application to the work.   | <u>-</u> (25) Miscellaneous. Specify and rate:<br><u>-</u><br><u>-</u>   |
| <u>+</u> (10) Accuracy and attention to pertinent detail.  |  |
| <u>+</u> (11) Industry, including energetic consistent application to duties.  |  |
| <u>✓</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  |  |
| <u>✓</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.  |  |
| <u>✓</u> (14) Technical or mechanical skills.  |  |
| <u>✓</u> (15) Investigative ability and results:<br><u>-</u> (a) Internal security cases<br><u>-</u> (b) Criminal or general investigative cases<br><u>-</u> (c) Fugitive cases<br><u>-</u> (d) Applicant cases<br><u>+</u> (e) Accounting cases |  |
| <u>+</u> (16) Physical surveillance ability.   |  |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.):

Administration

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Organization &amp; Administration

- C. (1) Is employee available for general assignment wherever needs of service require? - (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? - (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? - (If so, explain in narrative comments.)

ADJECTIVE RATING:

Satisfactory

Outstanding, Satisfactory, Unsatisfactory

October 26, 1951

JOSEPH A. SIZOO  
Records & Communications Division  
Inspector in Charge of Records  
GS-14, \$8800

Mr. Sizoo has been in charge of the Records Section since August 6, 1951. He took over at a very difficult time and his good judgment and calmness had an immediate stabilizing effect in the Records Section.

Sizoo has considerable enthusiasm, a good personality, and the ability to quickly assimilate detail and get to the heart of problems. He has a good analytical mind and the industry which is needed to make his presence felt.

I think Mr. Sizoo has given leadership to the supervisory staff in the Records Section and I consider that he has turned in an excellent performance since his assignment. He puts in considerable overtime and is always willing to do more.

*Just*

January 5, 1952

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

You are hereby directed to report to Assistant  
Director Hugh E. Clegg of the Training and Inspection  
Division for assignment as an Inspector.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director

CC-Mr. Clegg

Mr. Nichols (FCC) You should advise the Administrative Division  
the date Mr. Sizoo can report on transfer.

Mr. H. L. Edwards

Mrs. [redacted]  
Miss [redacted]

Movement Section

WSH:ema

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECEIVED SECTION

COMM. FBI

JAN - 5 1952

MAILED 20

87 JAN 2 1952

764-232  
FBI  
JAN 12 1952  
[Handwritten signature]

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. NICHOLS  
 FROM : J. A. SIZOO  
 SUBJECT: TRANSFER

DATE: 1-9-52

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Alden \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Laughlin \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

Reference is made to recent instructions I received from the Director concerning my transfer to the Training and Inspection Division.

As you know Mr. Trotter, who is my replacement, is now on annual leave, and he contemplates returning to duty during the early part of the week of January 21, 1952. I do not feel that an extended indoctrination will be necessary, but I believe I should remain a day or two in order to bring Trotter up to date on any developments which may have occurred during his absence. Accordingly, unless you advise otherwise, I will plan to report to Mr. Clegg on 1-28-52

JAS:mm

RECORDED - 84

67-57045-233

Searched \_\_\_\_\_  
 Numbered \_\_\_\_\_

8 JAN 17 1952  
 FEDERAL BUREAU OF INVESTIGATION

11 JAN 24 1952

# THE NATIONAL CONFERENCE OF BAR EXAMINERS

MISS MARJORIE MERRITT, Director

510 Equitable Building  
Denver 2, Colorado

JOHN T. DEGRAFF, Chairman, Albany, N. Y.  
PHILIP NEVILLE, Secretary, Minneapolis, Minn.

Please address all replies  
in care of the office of the  
Conference at Denver, Colorado

## EXECUTIVE COMMITTEE

The Officers and  
EUGENE GLENN, Ex-Officio, San Diego, Calif.  
THOMAS H. ADAMS, Chairman Elect, Detroit, Mich.  
JAMES E. BRENNER, Palo Alto, Calif.  
THOMAS M. SCANLON, Indianapolis, Ind.  
LOFTON L. TATUM, Portland, Ore.  
RALPH W. YARBOROUGH, Austin, Tex.  
BERT M. GOLDWATER, Reno, Nev.  
OLIN E. WATTS, Jacksonville, Fla.

January 24, 1952

Mr. J. Edgar Hoover  
Director  
Federal Bureau of Investigation  
Department of Justice  
Washington, D. C.

Dear Mr. Hoover:

Joseph Alexander Sizoo is applying for admission to the bar of Virginia, and we are preparing the required character report. He was born in Woodstock, Minnesota, on August 28, 1910, and says he has been with your organization since July 1935, in a clerical capacity to November 1938 and then as a special agent and in advanced positions.

We wish to verify Mr. Sizoo's employment and learn whether or not he has been entirely satisfactory from the standpoint of moral character, reputation and ability.

All data will be for the confidential use of the Virginia examining authorities, and your early reply will be much appreciated.

Yours sincerely,

*Marjorie Merritt*  
Director

MM/arc

RECORDED

67-57045-234

Searched 3/17

Numbered 17

11 JAN 30 1952

FEDERAL BUREAU OF INVESTIGATION

11 FEB 14 1952

THREE

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

FROM : H. H. Clegg *ste*

SUBJECT: INSPECTOR JOSEPH A. SIZOO  
TRAINING AND INSPECTION DIVISION

DATE: January 30, 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Inspector Joseph A. Sizoo of the Records and Communications Division was transferred to the Inspection Section of the Training and Inspection Division effective at 11:10 a.m. January 30, 1952.

HHC:VGS

RECORDED-32

67-57045-235	
Searched .....	Numbered .....
8 FEB 4 1952	
FEDERAL BUREAU OF INVESTIGATION	

20 FEB 8 1952

106

104 30 3 28 PM '52  
FEB 10 1952  
REC'D - CHICK

*Assign to Inspection  
Division 2/1/52  
Mr. Glavin  
1-31-52  
J. J. (mln)*

*3/1/52*

February 1, 1952

MEMORANDUM FOR MR. TOLSON

On January 22, 1952, I saw Inspector ~~Jamers~~ A. Sizoo who is now being relieved of his duties as Inspector in Charge of the Records Section and being assigned to the Training and Inspection Division. I discussed with him generally my views concerning the making of Bureau inspections; the need for absolute objectivity and impartiality; and the necessity of having a tight and firm administration of all of our divisions, both in the field and at the Seat of Government.

Very truly yours,

*J. E. H.*  
John Edgar Hoover  
Director

JEH:mpd

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

57045-236

64

215  
FEB 2-2-52  
Rw

11 FEB 15 1952



February 11, 1952

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

It is with a great deal of pleasure that I advise you that you are being designated as Inspector in Charge of the Training Section of the Training and Inspection Division with no change in grade or salary.

It is desired that you assume these duties at the earliest possible date.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director

CC - Mr. Clegg  
Mr. Glavin

JPM:DW

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Winterrowd  
Tele. Room  
Holloman  
Gandy

COMM - FBI  
FEB 11 1952  
MAILED 25

RECEIVED  
FEB 11 3 34 PM '52  
F B I  
U.S. DEPT. OF JUSTICE  
FEB 11 4 07 PM '52  
LIVED - DIRECTOR  
F B I  
237

FEB 25 1952

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

Name of Employee: JOSEPH A. SIZOO

Where Assigned: Records and Communications  
Division  
(Division)

Records Section  
(Section, Unit)

Payroll Title: Inspector

Rating Period: from 10-26-51 to 1-31-52

ADJECTIVE RATING: Satisfactory  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

Rated by:

L. B. Nichols  
Signature

Assistant to  
the Director  
Title

1-31-52  
Date

Reviewed by:

Signature

Title

Date

Rating approved by:

W. J. Glavin  
Signature

ASSISTANT DIRECTOR  
Title

FEB 11 1952  
Date

### TYPE OF REPORT

- ( ) Official  
( ) Annual

- ( ) Administrative

( ) 60-day

(X) Transfer

( ) Separation from service

( ) Special

Numbered

39

3 FEB 1952

11 FEB 20 1952

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee JOSEPH A. SIZOOTitle InspectorRating Period: from 10/26/51 to 1/31/52

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
○ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- + (1) Personal appearance.  
+ (2) Personality and effectiveness of his personal contacts.  
+ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  
+ (4) Physical fitness (including health, energy, stamina).  
+ (5) Resourcefulness and ingenuity.  
+ (6) Forcefulness and aggressiveness as required.  
+ (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  
+ (8) Initiative and the taking of appropriate action on own responsibility.  
+ (9) Planning ability and its application to the work.  
+ (10) Accuracy and attention to pertinent detail.  
+ (11) Industry, including energetic consistent application to duties.  
+ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  
✓ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.  
✓ (14) Technical or mechanical skills.  
✓ (15) Investigative ability and results:  
         (a) Internal security cases  
         (b) Criminal or general investigative cases  
         (c) Fugitive cases  
         (d) Applicant cases  
         (e) Accounting cases  
    (16) Physical surveillance ability.

- (17) Firearms ability.  
✓ (18) Development of informants and sources of information.  
    (19) Reporting ability:  
         (a) Investigative reports  
     + (b) Summary reports  
     + (c) Memos, letters, wires  
     (Consider:     conciseness;     clarity;     organization;  
                   thoroughness;     accuracy;     adequacy and pertinency of leads;     administrative detail.)  
    (20) Performance as a witness.  
+ (21) Executive ability:  
     + (a) Leadership  
     + (b) Ability to handle personnel  
     + (c) Planning  
     + (d) Making decisions  
     + (e) Assignment of work  
     + (f) Training subordinates  
     + (g) Devising procedures  
     + (h) Emotional stability  
     + (i) Promoting high morale  
     + (j) Getting results  
    (22) Ability on raids and dangerous assignments:  
         (a) As leader  
         (b) As participant  
+ (23) Organizational interest, such as making of suggestions for improvement.  
+ (24) Ability to work under pressure.  
    (25) Miscellaneous. Specify and rate:

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Supervisor

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Supervisor & Administration

C. (1) Is employee available for general assignment wherever needs of service require? no (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? no (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? no (If so, explain in narrative comments.)

ADJECTIVE RATING

Satisfactory

Outstanding, Satisfactory, Unsatisfactory

JOSEPH A. SIZOO  
Inspector in Charge, Records Section  
Records and Communications Division  
GS-14 - \$9600

Mr. Sizoo was placed in charge of the Records Section on August 4, 1951, and on January 31, 1952, reported to the Training Division as an Inspector.

I feel that Mr. Sizoo is an exceedingly valuable employee. He possesses enthusiasm, industry, the ability to get things done, a good personality, has had an exceedingly well rounded experience, and will give a good account of himself wherever he is assigned.

I consider him an excellent employee in every respect.

*Jan.*

*✓*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 2/5/52

FROM : H. H. CLEGG

SUBJECT: REPLACEMENT FOR INSPECTOR K. R. MCINTIRE AS  
CHIEF OF THE TRAINING SECTION, TRAINING & INSPECTION DIV

As you know, Mr. K. R. McIntire's resignation becomes effective February 29, 1952.

It is recommended that consideration be given to Inspector J. A. Sizoo as his successor as Chief of the Training Section of this division. He is already in Grade GS-14 with the present salary of \$9,600.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

I agree  
2-6

OK.  
H.

HHC:HD

67-5745-239
Searched
Indexed
8 FEB 1952
FILED

1 FEB 26 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *✓*

FROM : *WAC* H. Clegg

SUBJECT: INSPECTOR JOSEPH A. SIZOO

DATE: February 12, 1952

This is to advise that Inspector Joseph A. Sizoo has been designated as Inspector in Charge of the Training Section of the Training and Inspection Division succeeding Inspector K. R. McIntire.

Mr. Sizoo's office is Room 5245 and his telephone number is Extension 495.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

HHC:IGS

*Previously assigned  
to Tolson*

86  
11 FEB 27 1952

RECORDED-17

*3/1/52*

67-57045-1290
Classified _____
Exempt from GDS _____
3 FEB 1952
FILED _____

# Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. CLEGG

DATE: 2/15/52

FROM : J. A. SIZOO

SUBJECT:

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

In accordance with the Director's instructions,  
 I officially assumed the responsibility of Inspector in  
 charge of the Training Section, of the Training and  
 Inspection Division, on February 12, 1952.

RECORDED

JAS:fr

M

Searched .....  
 Numbered ..... 19 .....

3 MAR 14 1952

NOT RECORDED  
 MAR 4 1952

75-23  
 4 APR 1 1952

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

Name of Employee: JOSEPH A. SIZOO

Where Assigned: TRAINING & INSPECTION TRAINING SECTION  
(Division) (Section, Unit)

Payroll Title: INSPECTOR - CHIEF OF TRAINING SECTION

Rating Period: from 4/1/51 to 3/31/52

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

Rated by: [Signature] Assistant Director 3/31/52  
Signature Title Date

Reviewed by: [Signature] ASSISTANT DIRECTOR APR 17 1952  
Signature Title Date

Rating approved by: [Signature] ASSISTANT DIRECTOR APR 17 1952  
Signature Title Date

### TYPE OF REPORT

(x) Official  
(x) Annual

( ) Administrative  
( ) 60-day  
( ) Transfer  
( ) Separation from service  
( ) Special

67-57045-242

Searched 31  
Numbered       

12 APR 14 1952

FEDERAL BUREAU OF INVESTIGATION

[Signature]

75  
26 APR 18 1952



NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee JOSEPH A. SIZOOTitle INSPECTOR  
CHIEF OF TRAINING SECTIONRating Period: from 4/1/51 to 3/31/52

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |   |   |
|---|---|
| <u>+</u> (1) Personal appearance.   | <u>-</u> (17) Firearms ability.   |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.  | <u>0</u> (18) Development of informants and sources of information.   |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>-</u> (19) Reporting ability:  |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).  | <u>0</u> (a) Investigative reports  |
| <u>+</u> (5) Resourcefulness and ingenuity.   | <u>0</u> (b) Summary reports  |
| <u>+</u> (6) Forcefulness and aggressiveness as required.   | <u>+</u> (c) Memos, letters, wires  |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>✓</u> conciseness; <u>+</u> clarity; <u>✓</u> organization; <u>✓</u> thoroughness; <u>+</u> accuracy; <u>0</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>0</u> (20) Performance as a witness.   |
| <u>+</u> (9) Planning ability and its application to the work.  | <u>+</u> (21) Executive ability:  |
| <u>+</u> (10) Accuracy and attention to pertinent detail.   | <u>+</u> (a) Leadership   |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>+</u> (b) Ability to handle personnel  |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning   |
| <u>✓</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.   | <u>+</u> (d) Making decisions   |
| <u>✓</u> (14) Technical or mechanical skills.   | <u>+</u> (e) Assignment of work   |
| <u>0</u> (15) Investigative ability and results:  | <u>+</u> (f) Training subordinates  |
| <u>0</u> (a) Internal security cases  | <u>+</u> (g) Devising procedures  |
| <u>0</u> (b) Criminal or general investigative cases  | <u>+</u> (h) Emotional stability  |
| <u>0</u> (c) Fugitive cases   | <u>+</u> (i) Promoting high morale  |
| <u>0</u> (d) Applicant cases  | <u>+</u> (j) Getting results  |
| <u>0</u> (e) Accounting cases   | <u>0</u> (22) Ability on raids and dangerous assignments:   |
| <u>0</u> (16) Physical surveillance ability.  | <u>0</u> (a) As leader  |
|   | <u>0</u> (b) As participant   |
|   | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.   |
|   | <u>+</u> (24) Ability to work under pressure.   |
|   | <u>-</u> (25) Miscellaneous. Specify and rate:  |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Since 2/5/52 in charge of Section dealing with all training programs.

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Administration - Planning - Supervision

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: Satisfactory

Outstanding, Satisfactory, Unsatisfactory

3/31/52

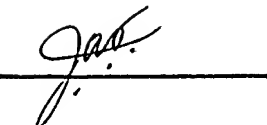
RE: JOSEPH A. SIZOO  
INSPECTOR  
CHIEF OF TRAINING SECTION  
TRAINING & INSPECTION DIVISION

ANNUAL EFFICIENCY REPORT

During the rating period, from 4/1/51 to 8/4/51 this employee was assigned to Mr. Tolson's office. From 8/4/51 until 1/30/52 he was Chief of the Records Section of the Records and Communications Division. From 1/30/52 to 2/6/52 he was an Inspector assigned to the Training and Inspection Division, and since 2/6/52 has been Chief of the Training Section of the Training and Inspection Division. This report covers that phase of his assignment in the Training and Inspection Division and serves as that portion of the annual official report as well as the 60-day administrative report.

There was no record of any disciplinary action in his personnel file during the rating period.

I consider Mr. Sizoo to be outstanding in judgement, soundness of thinking and procedure, loyalty, in energy and the application of his energies in a vigorous manner. He is self-confident. He gets things done without bombast or excitement and he stimulates cooperativeness on the part of personnel. He possesses splendid qualities of leadership. He is learning the various duties of his position rapidly, is studious and is able to make a good evaluation of problems and facts presented to him.



HHC:HD



United States Department of Justice  
Federal Bureau of Investigation  
Washington, D. C.



Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Dorothy T. Sizoo Relationship Wife Date 4-5-52  
Address 4731 Old Dominion Drive, Arlington Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Date \_\_\_\_\_  
Address Same

APR 61 APR 15 1952

Very truly yours,

Joseph A. Sizoo  
Special Agent

April 8, 1952

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Mr. Sizoo:

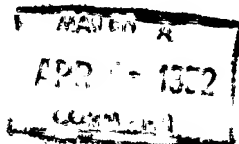
I want you to know that I am aware of the fine work performed by you in connection with the Chief Clerks' School held from March 24, 1952, through March 28, 1952, at the Bureau.

I am particularly mindful of the considerable amount of time and effort you afforded this matter in order to make this school a success. I did not want this opportunity to pass without expressing to you my personal appreciation and commendation for your excellent services.

Sincerely,  
E. A. Tamm

cc: Mr. Clegg (P&C)

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_



7-52045-243  
APR 9 10 40 AM '52  
U.S. DEPT. OF JUSTICE  
RECEIVED  
DIRECTOR

DO-6

OFFICE OF DIRECTOR  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

April 4, 1952

I know personally that Inspector J. A. Sizoo also spent a considerable amount of time and effort on this school and I thought you might also desire that a letter of commendation be sent to him.

Mr. Tolson ✓  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Belmont \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin ✓  
Mr. Harbo \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Laughlin \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Miss Holmes \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

Mr. Tolson \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Belmont \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Laughlin \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

FCH

*Yes please do so.*

*W*

*Letter of commendation*

*4/8/52 EJI:jl*

RECORDED-36

67-57045-244
Searched _____
Numbered _____
5 APR 14 1952
RECEIVED

26 APR 21 1952

Prepared by: Fk B  
Checked by:  
Filed by: *West*

April 11, 1952

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

I am indeed pleased to advise you that you are being promoted from the position of Inspector, \$9600 per annum in Grade GS 14, to the position of Inspector, \$10,800 per annum in Grade GS 15, effective April 27, 1952.

For your information, this promotion is temporary in accordance with Public Law #843, approved September 27, 1950.

Sincerely yours,

J. Edgar Hoover

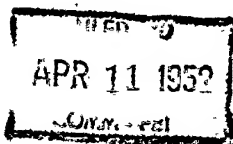
CC: Mr. H. H. Clegg (Personal and Confidential)  
CC: Mr. J. I. Cavanaugh  
CC: Movement Section  
File No. 57045  
JW:fkf

APR 11 12 43 PM '52

S. DEPT OF JUSTICE

DEPT. OF JUSTICE

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_



92 APR 28 1952

RECEIVED READING ROOM  
FBI  
U.S. DEPT. OF JUSTICE  
APR 11 12 03 PM '52  
45-245  
77

# Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 4/9/52

FROM : J. P. MOHR

SUBJECT: JOSEPH A. SIZOO  
Inspector in Charge  
Training Section  
Training and Inspection Division  
REALLOCATION

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

Mr. Sizoo is presently occupying the #2 position in the Training and Inspection Division and attends the Executives Conference in the absence of Messrs. Clegg and Mason. He is in charge of all training operations in the Training and Inspection Division and I think the position he occupies should be properly allocated to Grade GS-15. As you know, Mr. Sizoo prior to occupying his present position was Inspector in Charge of the Records Section and prior to that time he served in your office handling the duties presently being handled by Inspector Gearty. Mr. Sizoo has what I consider to be outstanding ability and he has handled each of his jobs in a far above average manner. I think that he well merits re-allocation to Grade GS-15.

There is attached a permanent brief of his file which reflects he entered on duty in the Bureau as a clerical employee on July 10, 1935 and was appointed to the position of Special Agent on November 1, 1938. He is presently in Grade GS-14, \$9600 per annum. He is 41 years of age, married and has two children. He has Associate of Arts, Bachelor of Arts and Bachelor of Laws Degrees. He is a legal resident of Arlington, Virginia and has no office of preference. He has served in a number of divisional offices as a Special Agent, has served as ASAC in the Memphis Division, has been a Supervisor in the Domestic Intelligence Division, the Laboratory and the Training and Inspection Division and, as indicated, was assigned to your office and as Inspector in Charge of the Records Section. He has been assigned to the Training Division since January 30, 1952. He has an excellent record in the Bureau's service.

## RECOMMENDATION

I recommend that Mr. Sizoo be reallocated to Grade GS-15, \$10,800 per annum.

JPM:DW

I agree  
4-9

Ad. prom  
4-11-52  
JWIFNDH

Prom. eff. 4-27-52 Since  
He was promoted  
to GS-15, eff. 4-15-51  
JWIFNDH

57045-246

Searched .....  
Numbered ..... 97

3 APR 16 1952  
FEDERAL BUREAU OF INVESTIGATION

4-11-52  
JWIFNDH



May 17, 1952

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on April 3, 1952.

This report reflects that you have no disqualifying physical defects.

There are enclosed, for your information, copies of the reports of the electrocardiograms afforded you on April 3 and April 29, 1952. The examining physician made no recommendations in this regard.

The Board of Examining Physicians reports that you are capable of strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

John Edgar Hoover  
Director

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alden \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

encl. (3)

cc-Mr. Clegg (P & C)

JVB:jlr

96 JUN 4 1952

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS  
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

CC-270  
(1-1-50)

NAME SIZOO, Joseph A. AGE 41 YEARS, 8 MONTHS  
NATIVITY (state of birth) Minn. MARRIED, SINGLE, WIDOWED: M NUMBER OF CHILDREN 2  
FAMILY HISTORY Mother living and well. Father, deceased, stomach ulcers.

HISTORY OF ILLNESS OR INJURY U.C.D. - Tonsillectomy, 1934, no history of illness or injury.

HEAD AND FACE N

EYES: PUPILS (size, shape, reaction to light and distance, etc.) N

DISTANT VISION RT. 20/ 20, corrected to 20/

LT. 20/ 20, corrected to 20/

COLOR PERCEPTION Normal AOG-1940

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS No

EARS: HEARING RT. WHISPERED VOICE /15' CONVERSATIONAL SPEECH 15/15'

LT. WHISPERED VOICE /15' CONVERSATIONAL SPEECH 15/15'

DISEASE OR DEFECTS No

NOSE N

(Disease or anatomical defect, obstruction, etc. (State degree))

SINUSES N

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS N

TEETH AND GUMS (disease or anatomical defect):

MISSING TEETH #1, 16, 17, 19, 32

NONVITAL TEETH

PERIAPICAL DISEASE

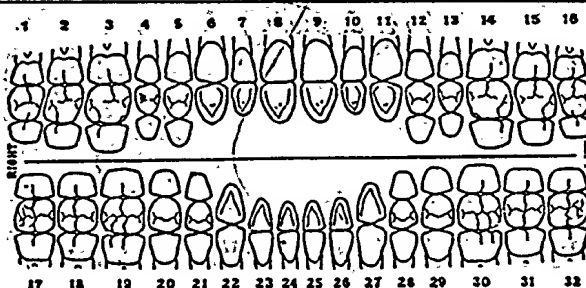
MARKED MALOCCLUSION

PYORRHEA ALVEOLARIS

TEETH REPLACED BY BRIDGES

DENTURES

REMARKS



s/s. A. Grady, Cdr, DC, USN

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE Medium

TEMPERATURE N CHEST AT EXPIRATION 34-5/1140-24-8

HEIGHT 5 ft 8 in CHEST AT INSPIRATION Scarc 38

WEIGHT 151 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 33 55

RECENT GAIN OR LOSS, AMOUNT AND CAUSE No

SKIN, HAIR, AND GLANDS N

NECK (abnormalities, thyroid-gland, trachea, larynx) N

SPINE AND EXTREMITIES (bones, joints, muscles, feet) N

89 JUN 5 1952

det 2 (FHE) in unit  
+ put in Phys 8  
on Phys 8  
1-20-52

THORAX (size, shape, movement, rib cage, mediastinum) N  
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. N  
X-ray - negative 26847 C  
CARDIO-VASCULAR SYSTEM N  
HEART (note all signs of cardiac involvement) N  
ECG - see reports attached.  
PULSE: BEFORE EXERCISE 72 BLOOD PRESSURE: SYSTOLIC 118  
AFTER EXERCISE 84 DIASTOLIC 72  
THREE MINUTES AFTER 72  
CONDITION OF ARTERIES good CHARACTER OF PULSE regular  
CONDITION OF VEINS good HEMORRHOIDS No

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) N

GENITO-URINARY SYSTEM N  
URINALYSIS: SP. GR. 1.027 ALB. neg. SUGAR neg. MICROSCOPICAL neg.  
VENEREAL DISEASE No

NERVOUS SYSTEM N  
(organic or functional disorders)  
ROMBERG N INCOORDINATION (gait, speech) N  
REFLEXES, SUPERFICIAL N DEEP (knee, ankle, elbow) N TREMORS No  
SEROLOGICAL TESTS Kahn - negative BLOOD TYPE O Rh negative  
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) No

SMALLPOX VACCINATION: DATE OF LAST VACCINATION \_\_\_\_\_  
TYPHOID PROPHYLAXIS: NUMBER OF COURSES \_\_\_\_\_  
DATE OF LAST COURSE \_\_\_\_\_  
REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE \_\_\_\_\_

SUMMARY OF DEFECTS None

CAPABLE OF PERFORMING DUTIES INVOLVING strenuous PHYSICAL EXERTION  
IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS  
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes (yes or no)  
(when no is given state cause) \_\_\_\_\_

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) \_\_\_\_\_  
Repeat ECG

DATE OF EXAMINATION 4/3/52  
EMPLOYEE'S INITIALS \_\_\_\_\_

[Signature] Lt, Jg,  
8 May 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: May 23, 1952

FROM : SAC, Kansas City

~~CONFIDENTIAL~~

SUBJECT: INSPECTOR J. A. SIZOO

Inspector J. A. SIZOO lectured on the subjects "Investigative Techniques" and "Pride in the Profession" on May 21, 1952, before the FBI National Academy Retraining Session for associates from Missouri and Kansas. I was present for his lecture on "Investigative Techniques" and considered it an outstanding lecture. His material was obviously carefully prepared in advance and consisted of a narration of unusual techniques successfully employed by Academy graduates.

The majority of the techniques indicated would be applicable to Bureau work and I feel that the data contained therein could very successfully be used in a lecture for new Agents and at retraining sessions for Special Agents. I was very favorably impressed with the presentation of this material by Inspector SIZOO.

Due to emergent matters arising in the office, it was not possible for me to hear Inspector SIZOO talk on "Pride in the Profession". I was subsequently informed that the subject matter of this talk was excellent and presented very capably.

Inspector SIZOO's presence was in a large measure responsible for the enthusiasm exhibited by the associates present at this session.

LVB:B

RECORDED-48

67-57045-249	
Searched	_____
Numbered	_____
20 JUN 19 1952	57 JUN 19 1952
FBI - KANSAS CITY	

11 JUL 1 1952

44-251

July 30, 1952

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Brother Sizoo:

Thank you for your kind letter of July 25, 1952.

I sincerely appreciate your thoughtfulness and that of my fellow members of the Fidelity Club in remembering my Thirty-fifth Anniversary with the Department of Justice.

I do hope that you will advise my associates how grateful I am for their best wishes.

Fraternally yours,

J. Edgar Hoover

NOTE: Full name per Movement Section. Joseph A. Sizoo EOD 7-10-35 as messenger and 11-1-38 as SA. He is an Inspector assigned to the Training and Inspection Division.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

TEB:lmz

JUL 30 3 18 PM '52  
JUL 28 10 56 AM '52  
RECEIVED REA  
F B I  
JUL 28 10 56 AM '52  
RECEIVED REA  
F B I

COMM - FBI  
JUL 31 1952  
MAILED 26

AUG 6

*[Handwritten signature]*



July 25, 1952

Mr. Tolson ☒  
Mr. Ladd ☒  
Mr. Nichols ☒  
Mr. Belmont ☒  
Mr. Clegg ☒  
Mr. Glavin ☒  
Mr. Harbo ☒  
Mr. Rosen ☒  
Mr. Tracy ☒  
Mr. Laughlin ☒  
Mr. Mohr ☒  
Mr. Winterrowd ☒  
Tele. Room ☒  
Mr. Holloman ☒  
Miss Gandy ☒

Honorable John Edgar Hoover  
Director  
Federal Bureau of Investigation  
Washington 25, D. C.

Dear Brother Hoover:

On this anniversary of your  
thirty-five years in Federal service,  
I wish to extend the most hearty  
congratulations to you on behalf of  
the members of the Fidelity Club and  
myself.

Your record in Government  
service has certainly been an outstanding  
one and one concerning which we who serve  
with you in the FBI may all be justly  
proud. I trust that you will have many  
more successful years in Government service.

Fraternally yours,

*J. A. Sizoo*  
J. A. Sizoo  
President

RECORDED-10

67-57045-251

Searched	.....
Numbered	122
9 AUG 1 1952	
FEDERAL BUREAU OF INVESTIGATION	

*nml feb.*  
*ack 7/28/52*

*THP*

*472B*

*[Handwritten signature]*

December 10, 1952

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

I am writing to advise you are being  
transferred from the Training and Inspection  
Division to my office as an Inspector.

With kindest regards,

Sincerely yours,  
J. Edgar Hoover

CC: Mr. Clegg (~~PERSONAL AND CONFIDENTIAL~~)  
Mr. Holloman (~~PERSONAL AND CONFIDENTIAL~~)  
Movement Section (~~PERSONAL AND CONFIDENTIAL~~)

NPC:JW:djj

RECORDED-86

572-45-252

DEC 16 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAILED 8  
DEC 10 1952  
COMM-FBI

*[Handwritten checkmark and signature]*

212

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

Name of Employee: JOSEPH A. SIZOO

Where Assigned: TRAINING & INSP. DIV. TRAINING SECTION  
(Division) (Section, Unit)

Payroll Title: INSPECTOR, GRADE GS-15, \$10,800

Rating Period: from 3/31/52 to 12/11/52

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

Rated by:

Signature

ASSISTANT DIRECTOR

Title

12/15/52

Date

Reviewed by:

Signature

Title

Date

ASSISTANT DIRECTOR

DEC 24 1952

Rating approved by:

Signature

Title

Date

### TYPE OF REPORT

- ( ) Official  
( ) Annual

(x) Administrative

67-57045-253  
( ) 60-day  
(x) Numbered 26  
(x) Transfer  
( ) Separation from service  
( ) Special  
11 DEC 18 1952  
FEDERAL BUREAU OF INVESTIGATION

113  
17 DEC 29 1952

RECEIVED



Back of Page

NARRATIVE COMMENTS

DEC 29 1952

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee JOSEPH A. SIZOOTitle INSPECTOR, GS-15, \$10,800  
Rating Period: from 3/31/52 to 12/11/52

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- |  |   |
|--|---|
| <u>+</u> (1) Personal appearance.  | <u>✓</u> (17) Firearms ability.   |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.   | <u>0</u> (18) Development of informants and sources of information.   |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).   | <u>+</u> (19) Reporting ability:  |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).   | <u>0</u> (a) Investigative reports  |
| <u>+</u> (5) Resourcefulness and ingenuity.  | <u>0</u> (b) Summary reports  |
| <u>+</u> (6) Forcefulness and aggressiveness as required.  | <u>+</u> (c) Memos, letters, wires  |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.  | <u>0</u> (20) Performance as a witness.   |
| <u>+</u> (9) Planning ability and its application to the work.   | <u>+</u> (21) Executive ability:  |
| <u>+</u> (10) Accuracy and attention to pertinent detail.  | <u>+</u> (a) Leadership   |
| <u>+</u> (11) Industry, including energetic consistent application to duties.  | <u>+</u> (b) Ability to handle personnel  |
| <u>+</u> (12) Productivity, including amount, of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning   |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.  | <u>+</u> (d) Making decisions   |
| <u>✓</u> (14) Technical or mechanical skills.  | <u>+</u> (e) Assignment of work   |
| <u>0</u> (15) Investigative ability and results:   | <u>+</u> (f) Training subordinates  |
| <u>-</u> (a) Internal security cases   | <u>+</u> (g) Devising procedures  |
| <u>-</u> (b) Criminal or general investigative cases   | <u>+</u> (h) Emotional stability  |
| <u>-</u> (c) Fugitive cases  | <u>+</u> (i) Promoting high morale  |
| <u>-</u> (d) Applicant cases   | <u>+</u> (j) Getting results  |
| <u>-</u> (e) Accounting cases  | <u>0</u> (22) Ability on raids and dangerous assignments:   |
| <u>0</u> (16) Physical surveillance ability.   | <u>-</u> (a) As leader  |
|  | <u>-</u> (b) As participant   |
|  | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.   |
|  | <u>+</u> (24) Ability to work under pressure.   |
|  | <u>-</u> (25) Miscellaneous. Specify and rate:  |
|  | <u>+</u> Dictation ability  |
|  | <u>+</u> Automobile driving ability   |
|  | <u>+</u> Field inspections  |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Inspector-in-Charge of Training

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Executive

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY

Outstanding; Satisfactory, Unsatisfactory

December 15, 1952

RE: JOSEPH A. SIZOO  
INSPECTOR-IN-CHARGE  
TRAINING SECTION  
TRAINING & INSPECTION DIVISION  
TRANSFER PERFORMANCE RATING

This is a special performance rating given to Mr. Sizoo in view of his transfer, effective at the close of business December 12, 1952, to the Director's Office from his former position as Inspector-in-Charge of the Training Section. The rating period covers the time between April 1, 1952 and the close of business December 11, 1952.


Mr. Sizoo has served as the Inspector-in-Charge of the Training Section, Training and Inspection Division, and has performed admirably under all circumstances. I consider Mr. Sizoo to be outstanding in judgment, soundness of thinking, knowledge of procedures, loyalty, energy and in general application to his responsibilities. Mr. Sizoo is self-confident. He gets things done quickly, quietly and well, and in so doing stimulates cooperativeness on the part of his subordinate personnel.

Mr. Sizoo possesses splendid qualities of leadership and is well fitted to serve in an executive capacity. He did a very fine job in all respects as Chief of the Training Section and he utilized his wide and broad experience at the Seat of Government in various capacities to good advantage in discharging his responsibilities in this division.

In addition to his service as Chief of the Training Section, Mr. Sizoo has participated in several inquiries and he has also inspected the Little Rock Field Office as Inspector-in-Charge. In each of these capacities his services were outstanding.

Mr. Sizoo makes a good evaluation of problems and quickly gets to the meat of facts presented to him. He is clear-thinking and firm in his analyses of situations; yet he is sympathetic and understanding in his approach to personnel problems. I am well pleased with the performance of Mr. Sizoo in this division and consider him an outstanding young gentleman of admirable traits and exceptional ability. Rating: SATISFACTORY.

21-10-52



# REPORT OF MEDICAL EXAMINATION

1. LAST NAME—FIRST NAME—MIDDLE NAME <b>SIZOO, Joseph A.</b>		2. GRADE AND COMPONENT OR POSITION	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION	6. DATE OF EXAMINATION <b>3/12/53</b>
7. SEX <b>M</b>	8. RACE <b>White</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY    CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE
11. ORGANIZATION UNIT		12. DATE OF BIRTH <b>8/28/10</b>	
13. PLACE OF BIRTH <b>Woodstock, Minn.</b>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS		16. OTHER INFORMATION	

17. RATING OR SPECIALTY      TIME IN THIS CAPACITY: TOTAL      LAST SIX MONTHS

CLINICAL EVALUATION		NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)
NORMAL	ABNORMAL	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	18. HEAD, FACE, NECK, AND SCALP
<input checked="" type="checkbox"/>	<input type="checkbox"/>	19. NOSE
<input checked="" type="checkbox"/>	<input type="checkbox"/>	20. SINUSES
<input checked="" type="checkbox"/>	<input type="checkbox"/>	21. MOUTH AND THROAT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	23. DRUMS (Perforation)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	24. EYES—GENERAL (Visual acuity and refraction under items 59, 60, and 61)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	25. OPHTHALMOSCOPIC
<input checked="" type="checkbox"/>	<input type="checkbox"/>	26. PUPILS (Equality and reaction)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	28. LUNGS AND CHEST (Include breasts)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	29. HEART (Thrust, size, rhythm, sounds)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	30. VASCULAR SYSTEM (Varicosities, etc.)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	31. ABDOMEN AND VISCERA (Include hernia)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	32. ANUS AND RECTUM (Hemorrhoids, fistulas) (Prostate if indicated)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	33. ENDOCRINE SYSTEM
<input checked="" type="checkbox"/>	<input type="checkbox"/>	34. G-U SYSTEM
<input checked="" type="checkbox"/>	<input type="checkbox"/>	35. UPPER EXTREMITIES (Strength, range of motion)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	36. FEET
<input checked="" type="checkbox"/>	<input type="checkbox"/>	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	38. SPINE, OTHER MUSCULOSKELETAL
<input checked="" type="checkbox"/>	<input type="checkbox"/>	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS
<input checked="" type="checkbox"/>	<input type="checkbox"/>	40. SKIN, LYMPHATICS
<input checked="" type="checkbox"/>	<input type="checkbox"/>	41. NEUROLOGIC (Equilibrium tests under item 72)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	42. PSYCHIATRIC (Specify any personality deviation)
Females only		
(Check how done)		
<input type="checkbox"/>	43. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

\*ECG-is borderline as it was in April 1952.

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
O.—Restorable teeth      X—Missing teeth      (6 X 8).—Fixed bridge, brackets to include abutments /—Nonrestorable teeth      XXX—Replaced by dentures		Type III Class II
RIGHT	LEFT	
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18 17	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18 17	

LABORATORY FINDINGS		47. SEROLOGY (Specify test used and result)
45. URINALYSIS: SP. GR. <b>1.023</b>	46. CHEST X-RAY (Place, date, film number, result) <b>Neg.</b>	48. EKG <b>see note*</b>
ALBUMIN <b>N</b>	SUGAR <b>N</b>	49. BLOOD TYPE AND RH FACTOR <b>"O" Rh 5</b>
MICROSCOPIC <b>N</b>		50. OTHER TESTS

Date App. 3-26-53. W344444

80 APR 15 1953

FEDERAL BUREAU OF INVESTIGATION

MAR 30 1962

MEASUREMENTS AND OTHER FINDINGS																																
51. HEIGHT 5' 7"		52. WEIGHT 159		53. COLOR HAIR brown		54. COLOR EYES blue		55. BUILD: SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBES <input type="checkbox"/>		56. TEMP. Normal																						
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)																										
SITTING SYS. 128 DIAS. 78		RECUM- BENT SYS. DIAS.		STANDING (5 min.) SYS. DIAS.		SITTING 76		AFTER EXERCISE		2 MIN. AFTER																						
59. DISTANT VISION		60. REFRACTION		61. NEAR VISION																												
RIGHT 20/ 20 CORR. TO 20/		BY S. CX		CORR. TO BY																												
LEFT 20/ 20 CORR. TO 20/		BY S. CX		CORR. TO BY																												
62. HETEROPHORIA: (Specify distance) ES° EX° R. H. L. H. PRISM DIV. PRISM CONV. PC PD																																
63. ACCOMMODATION RIGHT N LEFT N		64. COLOR VISION (Test used and result) Normal				65. DEPTH PERCEPTION (Test used and score)		UNCORRECTED																								
								CORRECTED																								
66. FIELD OF VISION N		67. NIGHT VISION (Test used and score)				68. RED LENS		69. INTRAOCULAR TENSION																								
70. HEARING		71. AUDIOMETER						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																								
RIGHT WV 15 /15 SV 15 /15		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>250 250</th> <th>500 512</th> <th>1000 1024</th> <th>2000 2048</th> <th>4000 4096</th> <th>8000 8192</th> </tr> </thead> <tbody> <tr> <td>RIGHT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>LEFT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>							250 250	500 512	1000 1024	2000 2048	4000 4096	8000 8192	RIGHT							LEFT										
	250 250	500 512	1000 1024	2000 2048	4000 4096	8000 8192																										
RIGHT																																
LEFT																																

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

Tonsillectomy.

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

77. EXAMINEE (Check)

☒ IS

☐ IS NOT

QUALIFIED FOR Strenuous exertion and use of firearms.

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF AT-  
TACHED SHEETS

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

b6

Name of Employee: JOSEPH A. SIZOO

Where Assigned: Office of the Director  
(Division)

(Section, Unit)

Payroll Title: Inspector

Rating Period: from April 1, 1952 to March 31, 1953

ADJECTIVE RATING:

Satisfactory

Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

JAS.

Rated by:

F. C. Holloman

Signature

Inspector

Title

3-31-53

Date

Reviewed by:

F. C. Holloman

Signature

Inspector

Title

3/31/53

Date

Rating approved by:

W. R. Glavin

Signature

Assistant Director,

Federal Bureau of Investigation

Title

APR 20 1953

Date

TYPE OF REPORT

(xx) Official

(xx) Annual

**89 APR 22 1953**

67-57045-255	
( ) Administrative	22
( ) 60-day	
( ) Transfer	
( ) Separation from service	
( ) Special	

W. R. Glavin

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Joseph A. SizooTitle InspectorRating Period: from 4-1-52 to 3-31-53

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- + (1) Personal appearance.  
+ (2) Personality and effectiveness of his personal contacts.  
+ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  
+ (4) Physical fitness (including health, energy, stamina).  
+ (5) Resourcefulness and ingenuity.  
+ (6) Forcefulness and aggressiveness as required.  
+ (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  
+ (8) Initiative and the taking of appropriate action on own responsibility.  
+ (9) Planning ability and its application to the work.  
+ (10) Accuracy and attention to pertinent detail.  
+ (11) Industry, including energetic consistent application to duties.  
+ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  
+ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.  
+ (14) Technical or mechanical skills.  
+ (15) Investigative ability and results:  
     - (a) Internal security cases  
     - (b) Criminal or general investigative cases  
     - (c) Fugitive cases  
     - (d) Applicant cases  
     - (e) Accounting cases  
0 (16) Physical surveillance ability.

- + (17) Firearms ability.  
+ (18) Development of informants and sources of information.  
+ (19) Reporting ability:  
     + (a) Investigative reports  
     + (b) Summary reports  
     + (c) Memos, letters, wires  
     (Consider: + conciseness; + clarity; + organization; + thoroughness; + accuracy; + adequacy and pertinency of leads; + administrative detail.)  
0 (20) Performance as a witness.  
+ (21) Executive ability:  
     + (a) Leadership  
     + (b) Ability to handle personnel.  
     + (c) Planning  
     + (d) Making decisions  
     + (e) Assignment of work  
     + (f) Training subordinates  
     + (g) Devising procedures  
     + (h) Emotional stability  
     + (i) Promoting high morale  
     + (j) Getting results  
0 (22) Ability on raids and dangerous assignments:  
     - (a) As leader  
     - (b) As participant  
+ (23) Organizational interest, such as making of suggestions for improvement.  
+ (24) Ability to work under pressure.  
+ (25) Miscellaneous. Specify and rate:  
     + Dictation ability  
     + Automobile driving ability

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Supervisory

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk

C. (1) Is employee available for general assignment wherever needs of service require? YES (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? YES (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? NO (If so, explain in narrative comments.)

ADJECTIVE RATING:

Satisfactory

Outstanding, Satisfactory, Unsatisfactory

March 31, 1953

Joseph A. Sizoo - Inspector  
Office of the Director

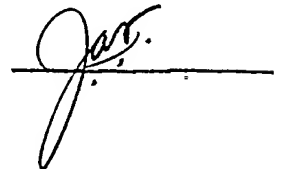
Annual Performance Rating

Mr. Sizoo has been assigned to the Director's Office since December 12, 1952. Since that time he has quickly assimilated the duties in his position and has very rapidly developed. He has performed his duties in a highly satisfactory manner and has displayed good judgment in connection therewith. He has exhibited initiative and resourcefulness and has made several suggestions for the improvement of the work in the Director's Office. He has been found to be a very conscientious and industrious individual and has consistently stayed late at night in order to get the job done without any thought to personal considerations.

Mr. Sizoo has displayed confidence and has accepted the responsibilities placed upon him in an admirable fashion. I think Mr. Sizoo is outstanding in judgment and his extensive experience in the Bureau highly qualifies him for his present duties.

Mr. Sizoo presents an above-average personal appearance and has a very attractive personality. He meets people easily and in his contacts conducts himself in a dignified manner.

I think that Mr. Sizoo has the necessary qualifications to perform satisfactorily as a Special Agent in Charge at this time and would so recommend him.



A handwritten signature, likely "J. A. Sizoo", is written over a horizontal line.

RECEIVED

MAR 31 1953

100

100



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: July 27, 1953

FROM : J. P. Mohr

SUBJECT: PERSONNEL CHANGES

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Laughlin \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

(1) It is recommended that Inspector Joseph A. Sizoo of the Director's Office be transferred to the Training and Inspection Division as Inspector in Charge of the Training Section with no change in grade or salary. Mr. Sizoo is presently in grade GS 15, \$10,800 per annum. A permanent brief of his file is attached.

Mr. Sizoo was transferred to the Director's Office as an Inspector on December 12, 1952. Prior to that time he occupied the position of Inspector in Charge of the Training Section in the Training and Inspection Division. Mr. Sizoo has an excellent record in the Bureau's service and it is felt that since it is necessary to reduce the Agent personnel by one in the Director's Office that Mr. Sizoo should be returned to his former position in the Training Division at this time. He previously did an excellent job in the Training Division prior to his assignment to the Director's Office.

(2) It is recommended that Inspector C. Lester Trotter be transferred from the Training Division to Mr. Tolson's Office as an Inspector with no change in grade or salary.

Mr. Trotter is presently in grade GS 15, \$10,800 per annum and occupies the position of Inspector in Charge of the Training Section of the Training and Inspection Division. Mr. Trotter took this position as a replacement for Mr. Sizoo when Mr. Sizoo was transferred to the Director's Office. There is attached a permanent brief of Mr. Trotter's file.

Mr. Trotter has an excellent record in the Bureau's service and he previously served in Mr. Tolson's Office in an excellent manner. It is felt that with his background, training and experience that he can again function in a very highly satisfactory manner in Mr. Tolson's Office.

67-57045-256

Searched	.....
Numbered	....180.....
14 AUG 5 1953	
FEDERAL BUREAU OF INVESTIGATION	

162  
 Attached  
 JPM:ake

13 1953

THREE

(3) It is recommended that Special Agent Supervisor [redacted] be transferred from Mr. Tolson's Office to the Administrative Division as Assistant Personnel Officer with no change in grade or salary.

[redacted] is presently in grade GS 14, \$9600 per annum. He was previously a Unit Chief in the Administrative Division prior to his assignment in Mr. Tolson's Office on January 19, 1953. A vacancy in the position of Assistant Personnel Officer exists in view of the transfer of Mr. John Edwards to the Training Division as an Inspector. There is attached a permanent brief of [redacted] file. [redacted] has an excellent record in the Bureau's service and has excellent capabilities for further advancement. During his assignment in Mr. Tolson's Office he performed his duties in an excellent manner and demonstrated he is possessed of considerable intelligence, initiative, and executive ability. He received two letters of censure in April, 1953, for errors which occurred in the Service Award indices in the Administrative Division. These errors, however, were made by clerical employees when the indices was set up by [redacted] in the middle of 1952. b6

[redacted] is very anxious to progress in the Bureau's service, particularly at the Seat of Government, and, as I have already indicated, I think has excellent potentialities for further advancement. He is extremely enthusiastic, interested in his work, and thoroughly loyal to the Director and to the Bureau. I think he should be kept in mind for any vacancy which might occur at the Seat of Government in the future which would permit him to advance. b6

*J. Edgar Hoover*

*Action  
Page 1*

*OK  
H*

August 3, 1953

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

You are hereby directed to report (prior to business permitting, to Assistant Director Hugh H. Clegg of the Training and Inspection Division for assignment as Inspector in Charge of the Training Section.

During your period of assignment in my office, you have performed your duties in a highly satisfactory manner. However, as you know it has been necessary to reduce my office staff and it is for this reason this reassignment is being made.

I appreciate very much the excellent manner in which you have performed your duties while assigned to this office.

Sincerely,  
J. Edgar Hoover

Mr. Tolson (P)  
Mr. Clegg  
Mr. H. L. Edwards  
Mrs. [redacted]  
Miss [redacted]  
Movement Section  
DJB:bja

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_  
Miss \_\_\_\_\_

101  
AUG 7 1953  
155

SENT FROM D. O.

TIME 8:45  
DATE 8-3-53  
BY [signature]

RECEIVED  
DIRECTOR  
U. S. DEPT. OF JUSTICE  
AUG 3 11 20 AM '53  
570 45-257  
18

00

September 9, 1953

MEMORANDUM FOR MR. TOLSON

Today I saw Inspector Joseph A. Sizoo who was recently transferred from my office to the Training and Inspection Division and who is now being designated to take the place of Mr. Laughlin in the Domestic Intelligence Division. Mr. Sizoo seems to be intensely interested in his work and has an excellent attitude.

I discussed with Mr. Sizoo the necessity for tightening up in the administration of the Bureau and for bringing about a basic improvement in the supervisory staffs of the Bureau, particularly in the Domestic Intelligence Division to which he is now being assigned.

Very truly yours,

*(S) J. E. H.*  
John Edgar Hoover  
Director

RECEIVED
TIME 5:20 PM
DATE 9/9/53
BY <i>[Signature]</i>

17-57045-258
13 SEP 10 1953

*[Signature]*

JEH:mpd

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

September 9, 1953

MEMORANDUM FOR MR. TOLSON  
MR. GLAVIN

I desire that orders be issued at once  
designating Inspector Joseph A. Sizoo to replace Inspector  
Leo L. Laughlin in the Domestic Intelligence Division.

Very truly yours,

*S. J. C. H.*

John Edgar Hoover  
Director

JEH:mpd

TIME	5:00 PM
DATE	9-9-53
BY	<i>L. R. H.</i>

67-5745-259
13 SEP 10 1953

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

137  
9 SEP 17 1953

*[Signature]*

September 9, 1953

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

You are hereby directed to report to Assistant  
Director Alan B. Belmont of the Domestic Intelligence  
Division for assignment.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director

CC - Mr. Belmont (P&C) Inspector Sizoo is to replace Inspector  
Laughlin.  
Mr. Clegg (P&C)

WRG:pac  
*pac*

Tolson  
Ladd  
Nichols  
Belmont  
Clegg  
Glavin  
Harbo  
Rosen  
Tracy  
Gearty  
Mohr  
Winterrowd  
Tele. Room  
Holloman  
Sizoo  
Miss Gandy

SEP 15 1953

SEP 9 - 1953  
COMM-FBI

U. S. DEPT. OF JUSTICE  
SEP 9 5 37 PM '53

# Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

DATE: 9/8/53

FROM : H. H. CLEGG

SUBJECT: INSPECTOR JOSEPH A. SIZOO  
- TRAINING & INSPECTION DIVISION

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Inspector Joseph A. Sizoo reported to the Training  
& Inspection Division as of 9 AM today where he has  
assumed the duties of Inspector in Charge of the Training Section.

HHC:hd

*Records noted  
9-9-53  
JHC*

67-57045-2611	
Searched	_____
Numbered	123
12 SEP 15 1953	
FEDERAL BUREAU OF INVESTIGATION	

17 SEP 16 1953

## Office Memorandum • UNITED STATES GOVERNMENT

TO : THE CHIEF CLERK

DATE: 9/15/53

FROM : A. H. BELMONT

SUBJECT: JOSEPH A. SIZOO  
INSPECTOR  
EOD BUREAU: 7/10/35  
GS-15; \$10,800

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

Inspector Joseph A. Sizoo reported to the Front Office, Domestic Intelligence Division, on September 15, 1953, to serve as Inspector in Charge of the Internal Security-Liaison Branch of the Domestic Intelligence Division.

At the expiration of sixty days, a progress report concerning Inspector Sizoo will be submitted.

RECORDED-21

tlc

noted  
9-17-53  
tlc  
CC - Mr. Ladd  
Movement Section  
Mr. Seyfarth

SEP 23 1953  
Mr. Belmont

67-571045-262	
Searched .....	Numbered 171
12 SEP 21 1953	
FEDERAL BUREAU OF INVESTIGATION	



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson ✓

FROM : H. H. Clegg *HACM*

SUBJECT: INSPECTOR JOSEPH A. SIZOO

DATE: 9/15/53

Tolson	✓
Ladd	✓
Clegg	✓
Glavin	✓
Nichols	✓
Rosen	✓
Tracy	✓
Harbo	✓
Belmont	✓
Mohr	✓
Nease	✓
Gandy	✓

In accordance with the Director's instructions for Mr. Sizoo to report to Mr. Belmont of the Domestic Intelligence Division for assignment, Mr. Sizoo completed his work as Inspector in Charge of the Training Section of the Training and Inspection Division at the close of business September 14, 1953. He will report to Mr. Belmont commencement of business September 15.

Inasmuch as Mr. Sizoo has only been on active duty five days, no transfer performance report will be submitted. Mr. Sizoo, as in the past, adequately discharged his assignments while here.

EDM:EHW

cc: Mr. Ladd  
Mr. Glavin

67-57045-263	
Searched	.....
Numbered	180
SEP 21 1953	
FEDERAL BUREAU OF INVESTIGATION	

*Personnel handled this*

89 SEP 22 1953

# FEDERAL BUREAU OF INVESTIGATION

## UNITED STATES DEPARTMENT OF JUSTICE

### REPORT OF PERFORMANCE RATING

Name of Employee: JOSEPH A. SIZOO

Where Assigned: DOMESTIC INTELLIGENCE FRONT OFFICE  
(Division) (Section, Unit)

Payroll Title: INSPECTOR

Rating Period: from September 15, 1953 to November 15, 1953

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

Rated by: *Ch. Belmont* ASSISTANT DIRECTOR 11/16/53  
Signature Title Date

Reviewed by: *Wm. Ladd* ASSISTANT TO DIRECTOR 11/16/53  
Signature Title Date

Rating approved by: *Wm. Ladd* ASSISTANT DIRECTOR NOV 24 1953  
Signature Title Date

### TYPE OF REPORT

- ( ) Official  
( ) Annual

RECORDED - 53

67-57045-264	
Administrative	Searched
(X) 60-day	Numbered 15
( ) Transfer	
( ) Separation from Service	
( ) Special	
FEDERAL BUREAU OF INVESTIGATION	

NOV 27 1953

382

27 19

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

3

Q

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee JOSEPH A. SIZOOTitle INSPECTORRating Period: from 9/15 to 11/15/53

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |   |   |
|---|---|
| <u>+</u> (1) Personal appearance.   | <u>0</u> (17) Firearms ability.   |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.  | <u>0</u> (18) Development of informants and sources of information.   |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>+</u> (19) Reporting ability:  |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).  | <u>-</u> (a) Investigative reports  |
| <u>+</u> (5) Resourcefulness and ingenuity.   | <u>+</u> (b) Summary reports  |
| <u>+</u> (6) Forcefulness and aggressiveness as required.   | <u>+</u> (c) Memos, letters, wires  |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>-</u> conciseness; <u>-</u> clarity; <u>-</u> organization;   |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>-</u> thoroughness; <u>-</u> accuracy; <u>-</u> adequacy and pertinency of leads; <u>-</u> administrative detail.) |
| <u>+</u> (9) Planning ability and its application to the work.  | <u>0</u> (20) Performance as a witness.   |
| <u>✓</u> (10) Accuracy and attention to pertinent detail.   | <u>+</u> (21) Executive ability:  |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>+</u> (a) Leadership   |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (b) Ability to handle personnel  |
| <u>✓</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.   | <u>+</u> (c) Planning   |
| <u>0</u> (14) Technical or mechanical skills.   | <u>+</u> (d) Making decisions   |
| <u>+</u> (15) Investigative ability and results:  | <u>+</u> (e) Assignment of work   |
| <u>-</u> (a) Internal security cases  | <u>+</u> (f) Training subordinates  |
| <u>-</u> (b) Criminal or general investigative cases  | <u>+</u> (g) Devising procedures  |
| <u>-</u> (c) Fugitive cases   | <u>+</u> (h) Emotional stability  |
| <u>-</u> (d) Applicant cases  | <u>+</u> (i) Promoting high morale  |
| <u>-</u> (e) Accounting cases   | <u>+</u> (j) Getting results  |
| <u>0</u> (16) Physical surveillance ability.  | <u>0</u> (22) Ability on raids and dangerous assignments:   |
|   | <u>-</u> (a) As leader  |
|   | <u>-</u> (b) As participant   |
|   | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.                                 |
|   | <u>+</u> (24) Ability to work under pressure.   |
|   | <u>-</u> (25) Miscellaneous. Specify and rate:  |
|   | <u>+</u> <u>Capability for</u>  |
|   | <u>-</u> <u>Additional Responsibility</u>   |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): SUPERVISORY - ADMINISTRATOR - EXECUTIVE

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): DESK MAN - ADMINISTRATOR

C. (1) Is employee available for general assignment wherever needs of service require? YES (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? YES (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? NO (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

November 16, 1953

RE: JOSEPH A. SIZOO  
INSPECTOR  
GS-15; \$10,800

This is a sixty-day report following the assignment of Mr. Sizoo to the Domestic Intelligence Division on September 15, 1953, as Inspector in Charge of the Internal Security-Liaison Branch.

Mr. Sizoo has taken hold in a very satisfactory manner. He has shown above-average interest and industry in assimilating his new duties. He has had no difficulty in understanding the problems involved and has been able to keep the work flowing and keep his desk up to date. This is no doubt due in some part to the fact that he has a thorough knowledge of Bureau policy and through the previous positions he has held in the Bureau has come into close contact with the work of this Division.

Mr. Sizoo's progress in this position has been rapid and I have no doubt that he will handle the job in a very capable fashion. He is rated SATISFACTORY.

*[Handwritten signature]*

Mr. Tolson	✓
Mr. Ladd	
Mr. Nichols	
Mr. Belmont	
Mr. Clegg	
Mr. Glavin	
Mr. Harbo	
Mr. Rosen	
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harrowd	
Mr. Mohr	
Mr. Pennington	
Mr. Quinn	
Mr. Nease	
Miss Gandy	

Washington, D. C.  
November 18, 1953

Dear Mr. Hoover,

It was with much pride that I listened last evening to the rebroadcast of your statement before the Jenner Committee yesterday and read this morning's news accounts.

Your comments were presented in such a straightforward and factual manner they could not help but impress anyone hearing them with the logic of the Bureau's position.

I am sure you will have received many glowing comments from others both in and out of the Bureau, but, realizing that you were actually representing all the rest of us in the FBI at the time, I wanted to add these words of appreciation for the exceedingly effective presentation which you made.

RECORDED

Sincerely,

Numbered

121

Joseph A. Sizoo  
11 NOV 22 1953  
Joseph A. Sizoo

ml  
ack. 11-20-53  
H.P. 4

2 NOV 23

CE  
SEE

4/12/54  
ME

11-51-15-065  
RECEIVED

November 20, 1953

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sizoo:

I certainly appreciated receiving your note of November 18 concerning my testimony before the Jenner Committee.

The response to my remarks has been most gratifying, and I feel that we made our point and that some real good is going to result. Editorial comments appear to indicate a better awareness of our jurisdictional limitations and, too, I note that a number of the more noisy critics have evidently been silenced.

It was very kind of you to write.

Sincerely,

J. E. H.

MAILED 4  
NOV 20 1953  
COMM - FBI

HPL:dep

RECEIVED  
FBI

NOV 20 1 48 PM '53  
RECEIVED READING ROOM  
FBI  
U.S. DEPT. OF JUSTICE

NOV 20 1953

- Tolson
- Ladd
- Nichols
- Belmont
- Clegg
- Glavin
- Harbo
- Rosen
- Tracy
- Gearty
- Mohr
- Winterrowd
- Tele. Room
- Holloman
- Miss Gandy

7 DEC 2 1953

mk

1/4

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *per p's*

DATE: 11/25/53

FROM : J. P. MOHR

SUBJECT: JOSEPH A. SIZOO  
 Inspector in Charge  
 Internal Security Section  
 Domestic Intelligence Division  
 REALLOCATION

Tolson  
 Ladd  
 Nichols  
 Belmont  
 Clegg  
 Glavin  
 Harbo  
 Rosen  
 Tracy  
 Gearty  
 Mohr  
 Winterrowd  
 Tele. Room  
 Holloman  
 Sizoo  
 Miss Gandy

Mr. Sizoo is presently in Grade GS-15, \$11,050 per annum, having been reallocated to that grade on April 17, 1952. Mr. Sizoo was assigned to his present position in the Domestic Intelligence Division on September 15, 1953. On September 8, 1953, he was designated Inspector in Charge of the Training Section of the Training and Inspection Division and prior to that he served in the Director's Office.

A permanent brief of Mr. Sizoo's file is attached which reflects he has had a wealth of experience at the Seat of Government, having served in your office, was Inspector in Charge of the Records Section of the Records and Communications Division and also served in the Laboratory. He was previously assigned to the Domestic Intelligence Division from June 15, 1942 until June 1, 1945. Mr. Sizoo has an excellent record in the Bureau's service.

On November 16, 1953, Mr. Belmont rated him Satisfactory and said he had taken hold in a very satisfactory manner and had shown above average interest and industry in assimilating his new duties. He said he had had no difficulty in understanding the problems involved and had been able to keep the work flowing and keep his desk up to date. Mr. Belmont said his progress in his present position had been rapid and he thought there was no doubt he would handle the job in a very capable fashion. **RECORDED-24**

The position occupied by Mr. Sizoo as Inspector in Charge of the Internal Security Section of the Domestic Intelligence Division was formerly occupied by Mr. Leo L. Laughlin and Mr. Laughlin while in this position was in Grade 16. Mr. C. E. Henrich *was in charge* of the Espionage Section of the Domestic Intelligence Division is presently in Grade 16. There is one Grade GS-16 vacancy at the Seat of Government and it is the one for the position that Mr. Sizoo presently holds. **67-57645-266**

It is felt in view of Mr. Sizoo's excellent record in the Bureau, his long length of service and the above average manner in which he has performed his duties that he should be favorably considered for reallocation to Grade GS-16 at this time.

DEC 4 1953

JPM:DW



RECOMMENDATION

It is recommended that Mr. Sizoo be reallocated to Grade GS-16,  
\$12,000 per annum.

I agree

11-25



I agree  
11/25

OK -  
H.

Adv. promotion  
11-30-53

GW: ss.

Sanford  
11/30/53  
J. W. Lee

0  
Prepared by: *ss*  
Checked by:  
Filed by:

November 30, 1953

0  
Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

It is with pleasure I am writing to advise you that you are being promoted from the position of Inspector, \$11,050 per annum in Grade GS 15, to the position of Inspector, \$12,000 per annum in Grade GS 16, effective December 6, 1953.

For your information, this promotion is temporary in accordance with Public Law #843, approved September 27, 1950.

Sincerely yours,  
J. Edgar Hoover

RECEIVED - DIRECTOR  
U.S. DEPT. OF JUSTICE  
NOV 30 1 07 PM '53

CC: Mr. Belmont (Personal and Confidential)  
CC: Miss [redacted]  
CC: Movement Section b6

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gearty \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

MAILED  
NOV 30 1953  
COMM-FBI

RECORDED - 24

67-17045-267  
RECEIVED  
NOV 30 12 56 PM '53  
DEC 2 1953  
FBI  
RECEIVED READING ROOM  
9-2034

December 3, 1953

MEMORANDUM FOR MR. TOLSON

Yesterday I saw Inspector Joseph A. Sizoo of the Domestic Intelligence Division, who called to express his appreciation for his reallocation to GS-16. Mr. Sizoo makes an excellent personal appearance, seems to be particularly enthusiastic about his new assignment, and I would rate him above average.

Very truly yours,

*JEH*

John Edgar Hoover  
Director

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gearty \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

JEH:mpd

30 DEC 9 1953

SENT FROM D. O.	
TIME	5:34 PM
DATE	12-3-53
BY	<i>JEH</i>

67-57045-268	
DEC 7 1953	
RECEIVED	INVESTIGATION

*2*  
*TELETYPE*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. A. H. BELMONT

FROM : MR. J. A. SIZOO

SUBJECT: LONG DISTANCE TELEPHONE CALLS  
JANUARY 13, 1954

DATE: January 14, 1954

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gearty \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

Mr. Tolson made inquiry on the attached memorandum concerning the telephone call which I received from Security Supervisor Conners of Boston at 4:50 PM, January 13, 1954.

This phone call dealt with the question of whether or not we should identify to the Massachusetts Commission to Investigate Communism in Boston two security informants of the Bureau. There were some developments which Boston wanted to make available to the Bureau and the Bureau was requested to consider Boston's recommendation that the Counsel of the Commission be advised of the fact that these informants are cooperating with the Bureau. It was considered desirable to query Boston to some degree in connection with this matter to be sure that all alternatives had been considered and, in this connection, it was necessary to also discuss the matter with SAC Kelly, who conducted further discussions with the interested Agents in Boston, and alternative action was taken as indicated in my memorandum concerning this matter, a copy of which is attached.

JAS:rrm

Attachment

*It took a  
long time  
over long  
distance*

RECORDED-72

67-57045-269
Serial _____
Numbered 158
11 JAN 19 1954
FEDERAL BUREAU OF INVESTIGATION

82 JAN 20 1954

March 3, 1954

Mr. J. A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

This is to notify you of your  
election to the Board of Directors of the  
Special Agents Mutual Benefit Association  
for the ensuing year. For your information,  
the membership of the Board will be comprised  
of the following:

From Seat of Government

A. E. Leonard  
J. S. Rogers  
J. A. Sizoo  
Quinn Tamm

From Field

R. J. Abbaticchio  
S. Alden  
H. B. Fletcher

Sincerely yours,

S. J. Tracy  
President  
SAMBA

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Nease \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

RCA:edw  
3/3/54

RECORDED - 2

67-57025-270  
MAR 11 1954  
DEPT. OF JUSTICE  
RECEIVED

RECEIVED CH. CL. OFF  
MAR 11 1954

March 12, 1954

PERSONAL AND CONFIDENTIAL

Mr. J. A. Sizoo  
Federal Bureau of Investigation  
Washington 25, D. C.

Dear Mr. Sizoo:

I want to bring to your attention the fact that you initialed an outgoing letter addressed to the Knoxville Office on June 4, 1952, while you were the Inspector In Charge of the Training Section of the Training and Inspection Division. You also initialed this document for the Assistant Director in charge of the Division. You failed to insist that the Knoxville Office comply with existing Bureau regulations relative to the furnishing of certain types of training to auxiliary police officers.

You permitted the Knoxville Office to make a commitment to provide training for auxiliary police without having first secured Bureau permission. You neglected to challenge this action on the part of the Knoxville Division. Consequently, the Knoxville Office followed the precedent which you permitted and ultimately a situation arose causing embarrassment to the Bureau.

You should take steps to exercise more care in the discharge of your supervisory responsibilities.

Very truly yours,

J. Edgar Hoover

J. Edgar Hoover  
Director

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gandy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

cc: Mr. Glavin  
Mr. Belmont

MAILED 8  
MAR 12 1954  
COMM. DIV.

MAR 12 11 00 AM '54  
RECEIVED READING ROOM  
FBI

57045-571

MAR 16 1954

4

# REPORT OF MEDICAL EXAMINATION

1. LAST NAME—FIRST NAME—MIDDLE NAME <b>SIZOO, JOSEPH ALEXANDER</b>		2. GRADE AND COMPONENT OR POSITION <b>INSPECTOR</b>	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION <b>ANNUAL</b>	6. DATE OF EXAMINATION <b>3-22-54</b>
7. SEX <b>Male</b>	8. RACE <b>White</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY      CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE
11. ORGANIZATION UNIT		12. DATE OF BIRTH <b>8-28-10</b>	
13. PLACE OF BIRTH <b>Woodstock, Minnesota</b>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <b>NNMC- Bethesda</b>		16. OTHER INFORMATION	

17. RATING OR SPECIALTY	TIME IN THIS CAPACITY: TOTAL	LAST SIX MONTHS
-------------------------	------------------------------	-----------------

CLINICAL EVALUATION	
NORMAL	ABNOR- MAL
<input checked="" type="checkbox"/>	18. HEAD, FACE, NECK, AND SCALP
<input checked="" type="checkbox"/>	19. NOSE
<input checked="" type="checkbox"/>	20. SINUSES
<input checked="" type="checkbox"/>	21. MOUTH AND THROAT
<input checked="" type="checkbox"/>	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)
<input checked="" type="checkbox"/>	23. DRUMS (Perforation)
<input checked="" type="checkbox"/>	24. EYES—GENERAL (Visual acuity and refraction under items 60, 60, and 61)
<input checked="" type="checkbox"/>	25. OPHTHALMOSCOPIC
<input checked="" type="checkbox"/>	26. PUPILS (Equality and reaction)
<input checked="" type="checkbox"/>	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)
<input checked="" type="checkbox"/>	28. LUNGS AND CHEST (Include breasts)
<input checked="" type="checkbox"/>	29. HEART (Thrust, size, rhythm, sounds)
<input checked="" type="checkbox"/>	30. VASCULAR SYSTEM (Varicosities, etc.)
<input checked="" type="checkbox"/>	31. ABDOMEN AND VISCERA (Include hernia)
<input checked="" type="checkbox"/>	32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate if indicated)
<input checked="" type="checkbox"/>	33. ENDOCRINE SYSTEM
<input checked="" type="checkbox"/>	34. G-U SYSTEM
<input checked="" type="checkbox"/>	35. UPPER EXTREMITIES (Strength, range of motion)
<input checked="" type="checkbox"/>	36. FEET
<input checked="" type="checkbox"/>	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)
<input checked="" type="checkbox"/>	38. SPINE, OTHER MUSCULOSKELETAL
<input checked="" type="checkbox"/>	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS
<input checked="" type="checkbox"/>	40. SKIN, LYMPHATICS
<input checked="" type="checkbox"/>	41. NEUROLOGIC (Equilibrium tests under item 78)
<input checked="" type="checkbox"/>	42. PSYCHIATRIC (Specify any personality deviation)

NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)

Verruca, Rt. Temple (NCD)  
Seborrhea, back (NCD)

Females only		(Check how done)
43. PELVIC	<input type="checkbox"/> VAGINAL	<input type="checkbox"/> RECTAL

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)																REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES	
O.—Restorable teeth /—Nonrestorable teeth X—Missing teeth XXX—Replaced by dentures (6 X 8)—Fixed bridge, brackets to include abutments																Type III Class 1	
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18 X X																RECORDED-66 57045-272 171	

45. URINALYSIS: SP. GR. <b>1.025</b>			46. CHEST X-RAY (Place, date, film number, result) <b>Negative</b>			47. SEROLOGY (Specify test used and result) <b>APR 1 1954</b> <b>Kahn Negative</b>		
ALBUMIN	SUGAR	MICROSCOPIC	48. EKG <b>See # 73</b>			49. BLOOD TYPE AND RH FACTOR <b>17 APR 10 1954</b>		
<b>Neg</b>	<b>Neg</b>	<b>Neg</b>				50. OTHER TESTS		

Entered on card 3-29-54 WSH/pja

MEASUREMENTS AND OTHER FINDINGS																																							
51. HEIGHT 68 1/2"		52. WEIGHT 154		53. COLOR HAIR Brown		54. COLOR EYES Blue		55. BUILD: <input type="checkbox"/> SLENDER <input checked="" type="checkbox"/> MEDIUM <input type="checkbox"/> HEAVY <input type="checkbox"/> OBESE		56. TEMP. Normal																													
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)																																	
SITTING SYS. 124 DIAS. 74		RECUMBENT SYS. DIAS.		STANDING (3 min.) SYS. DIAS.		SITTING 76		AFTER EXERCISE 84		2 MIN. AFTER 76																													
59. DISTANT VISION		60. REFRACTION				61. NEAR VISION																																	
RIGHT 20 CORR. TO 20		BY S. CX				CORR. TO BY																																	
LEFT 20 CORR. TO 20		BY S. CX				CORR. TO BY																																	
62. HETEROPHORIA: (Specify distance) ES° EX° R. H. L. H. PRISM DIV. PRISM CONV. PC PD																																							
63. ACCOMMODATION RIGHT LEFT		64. COLOR VISION (Test used and result) AOC 1940 Normal				65. DEPTH PERCEPTION (Test used and score) UNCORRECTED CORRECTED																																	
66. FIELD OF VISION		67. NIGHT VISION (Test used and score)				68. RED LENS		69. INTRAOCULAR TENSION																															
70. HEARING		71. AUDIOMETER						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																															
RIGHT WV 15/15 SV 15/15 LEFT WV 15/15 SV 15/15		<table border="1"> <tr> <td>250</td> <td>500</td> <td>1000</td> <td>2000</td> <td>3000</td> <td>4000</td> <td>8000</td> </tr> <tr> <td>1250</td> <td>2500</td> <td>5000</td> <td>10000</td> <td>20000</td> <td>40000</td> <td>80000</td> </tr> <tr> <td>RIGHT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>LEFT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>						250	500	1000	2000	3000	4000	8000	1250	2500	5000	10000	20000	40000	80000	RIGHT							LEFT										
250	500	1000	2000	3000	4000	8000																																	
1250	2500	5000	10000	20000	40000	80000																																	
RIGHT																																							
LEFT																																							
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY																																							

ECG- no change sine 3-12-53. Tracing remains borderline.

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)					
75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)					
76. PHYSICAL PROFILE					
P	U	L	H	E	S
77. EXAMINEE (Check) <input checked="" type="checkbox"/> IS QUALIFIED FOR STRENUOUS PHYSICAL EXERTION AND USE OF FIREARMS. <input type="checkbox"/> IS NOT					
78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER					
79. TYPED OR PRINTED NAME OF PHYSICIAN					
SIGNATURE S/ [ ]					
80. TYPED OR PRINTED NAME OF PHYSICIAN					
SIGNATURE [ ]					
81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)					
SIGNATURE S/ [ ]					
82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY					
SIGNATURE [ ]					
NUMBER OF ATTACHED SHEETS					



# REPORT OF MEDICAL HISTORY

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

1. LAST NAME—FIRST NAME—MIDDLE NAME <u>Sizoo Joseph Alexander</u>		2. GRADE AND COMPONENT OR POSITION	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION	6. DATE OF EXAMINATION <u>MAR 22 1957</u>
7. SEX <u>Male</u>	8. RACE <u>White</u>	9. TOTAL YRS. GOVT. SERVICE MILITARY <input type="checkbox"/> CIVILIAN <input type="checkbox"/>	10. DEPARTMENT, AGENCY, OR SERVICE
11. ORGANIZATION UNIT			
12. DATE OF BIRTH <u>8/28/10</u>	13. PLACE OF BIRTH <u>Woodstock, Minn.</u>	14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS		16. OTHER INFORMATION	
17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists) <u>Good</u>			

18. FAMILY HISTORY					19. HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE—			
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER			<u>Stomach ulcers</u>	<u>62</u>		<input checked="" type="checkbox"/>	HAD TUBERCULOSIS	
MOTHER	<u>69</u>	<u>Good</u>				<input checked="" type="checkbox"/>	HAD SYPHILIS	
SPOUSE	<u>43</u>	<u>Good</u>				<input checked="" type="checkbox"/>	HAD DIABETES	
BROTHERS	<u>40</u>	<u>"</u>	<u>Blood poisoning</u>	<u>13</u>		<input checked="" type="checkbox"/>	HAD CANCER	
AND	<u>37</u>	<u>"</u>				<input checked="" type="checkbox"/>	HAD KIDNEY TROUBLE	
SISTERS	<u>33</u>	<u>"</u>				<input checked="" type="checkbox"/>	HAD HEART TROUBLE	
CHILDREN					<input checked="" type="checkbox"/>		HAD STOMACH TROUBLE	
					<input checked="" type="checkbox"/>		HAD RHEUMATISM (Arthritis)	
					<input checked="" type="checkbox"/>		HAD ASTHMA, HAY FEVER, HIVES	
					<input checked="" type="checkbox"/>		HAD EPILEPSY (Fits)	
					<input checked="" type="checkbox"/>		COMMITTED SUICIDE	
					<input checked="" type="checkbox"/>		BEEN INSANE	

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)								
YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
<input checked="" type="checkbox"/>		SCARLET FEVER, ERYSIPELAS	<input checked="" type="checkbox"/>		GOITER	<input checked="" type="checkbox"/>		TUMOR, GROWTH, CYST, CANCER
<input checked="" type="checkbox"/>		DIPHTHERIA	<input checked="" type="checkbox"/>		TUBERCULOSIS	<input checked="" type="checkbox"/>		RUPTURE
<input checked="" type="checkbox"/>		RHEUMATIC FEVER	<input checked="" type="checkbox"/>		SOAKING SWEATS (Night sweats)	<input checked="" type="checkbox"/>		APPENDICITIS
<input checked="" type="checkbox"/>		SWOLLEN OR PAINFUL JOINTS	<input checked="" type="checkbox"/>		ASTHMA	<input checked="" type="checkbox"/>		PILES OR RECTAL DISEASE
<input checked="" type="checkbox"/>		MUMPS	<input checked="" type="checkbox"/>		SHORTNESS OF BREATH	<input checked="" type="checkbox"/>		FREQUENT OR PAINFUL URINATION
<input checked="" type="checkbox"/>		WHOOPING COUGH	<input checked="" type="checkbox"/>		PAIN OR PRESSURE IN CHEST	<input checked="" type="checkbox"/>		KIDNEY STONE OR BLOOD IN URINE
<input checked="" type="checkbox"/>		FREQUENT OR SEVERE HEADACHE	<input checked="" type="checkbox"/>		CHRONIC COUGH	<input checked="" type="checkbox"/>		SUGAR OR ALBUMIN IN URINE
<input checked="" type="checkbox"/>		DIZZINESS OR FAINTING SPELLS	<input checked="" type="checkbox"/>		PALPITATION OR POUNDING HEART	<input checked="" type="checkbox"/>		BOILS
<input checked="" type="checkbox"/>		EYE TROUBLE	<input checked="" type="checkbox"/>		HIGH OR LOW BLOOD PRESSURE	<input checked="" type="checkbox"/>		VENEREAL DISEASE
<input checked="" type="checkbox"/>		EAR, NOSE OR THROAT TROUBLE	<input checked="" type="checkbox"/>		CRAMPS IN YOUR LEGS	<input checked="" type="checkbox"/>		RECENT GAIN OR LOSS OF WEIGHT
<input checked="" type="checkbox"/>		RUNNING EARS	<input checked="" type="checkbox"/>		FREQUENT INDIGESTION	<input checked="" type="checkbox"/>		ARTHRITIS OR RHEUMATISM
<input checked="" type="checkbox"/>		CHRONIC OR FREQUENT COLDS	<input checked="" type="checkbox"/>		STOMACH, LIVER OR INTESTINAL TROUBLE	<input checked="" type="checkbox"/>		BONE, JOINT, OR OTHER DEFORMITY
<input checked="" type="checkbox"/>		SEVERE TOOTH OR GUM TROUBLE	<input checked="" type="checkbox"/>		GALL BLADDER TROUBLE OR GALL STONES	<input checked="" type="checkbox"/>		LAMENESS
<input checked="" type="checkbox"/>		SINUSITIS	<input checked="" type="checkbox"/>		JAUNDICE	<input checked="" type="checkbox"/>		LOSS OF ARM, LEG, FINGER, OR TOE
<input checked="" type="checkbox"/>		HAY FEVER	<input checked="" type="checkbox"/>		ANY REACTION TO SERUM, DRUG OR MEDICINE	<input checked="" type="checkbox"/>		PAINFUL OR "TRICK" SHOULDER OR ELBOW
								"TRICK" OR LOCKED KNEE
								FOOT TROUBLE
								NEURITIS
								PARALYSIS (Inc. infantile)
								EPILEPSY OR FITS
								CAR, TRAIN, SEA, OR AIR SICKNESS
								FREQUENT TROUBLE SLEEPING
								FREQUENT OR TERRIFYING NIGHTMARES
								DEPRESSION OR EXCESSIVE WORRY
								LOSS OF MEMORY OR AMNESIA
								BED WETTING
								NERVOUS TROUBLE OF ANY SORT
								ANY DRUG OR NARCOTIC HABIT
								EXCESSIVE DRINKING HABIT
								HOMOSEXUAL TENDENCIES

21. HAVE YOU EVER (Check each item)		22. FEMALES ONLY: A. HAVE YOU EVER—		B. COMPLETE THE FOLLOWING:	
<input checked="" type="checkbox"/>	WORN GLASSES	<input checked="" type="checkbox"/>	ATTEMPTED SUICIDE	<input checked="" type="checkbox"/>	AGE AT ONSET OF MENSTRUATION
<input checked="" type="checkbox"/>	WORN AN ARTIFICIAL EYE	<input checked="" type="checkbox"/>	BEEN A SLEEP WALKER	<input checked="" type="checkbox"/>	INTERVAL BETWEEN PERIODS
<input checked="" type="checkbox"/>	WORN HEARING AIDS	<input checked="" type="checkbox"/>	EVER WITH ANYONE WHO HAD TUBERCULOSIS	<input checked="" type="checkbox"/>	DURATION OF PERIODS
<input checked="" type="checkbox"/>	STUTTERED OR STAMMERED	<input checked="" type="checkbox"/>	COUGHED UP BLOOD	<input checked="" type="checkbox"/>	DATE OF LAST PERIOD
<input checked="" type="checkbox"/>	WORN A BRACE OR BACK SUPPORT	<input checked="" type="checkbox"/>	BLEED EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION	<input checked="" type="checkbox"/>	QUANTITY: <input type="checkbox"/> NORMAL <input type="checkbox"/> EXCESSIVE <input type="checkbox"/> SCANTY
23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?		24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS		25. WHAT IS YOUR USUAL OCCUPATION?	
				26. ARE YOU (Check one) <input type="checkbox"/> RIGHT HANDED <input type="checkbox"/> LEFT HANDED	

67-57045-272

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	<input checked="" type="checkbox"/>	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF: A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	<input checked="" type="checkbox"/>	B. INABILITY TO PERFORM CERTAIN MOTIONS
	<input checked="" type="checkbox"/>	C. INABILITY TO ASSUME CERTAIN POSITIONS
	<input checked="" type="checkbox"/>	D. OTHER MEDICAL REASONS (If yes, give reasons)
	<input checked="" type="checkbox"/>	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	<input checked="" type="checkbox"/>	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	<input checked="" type="checkbox"/>	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred) <i>tonsillectomy, age 23</i>
	<input checked="" type="checkbox"/>	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
	<input checked="" type="checkbox"/>	34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
	<input checked="" type="checkbox"/>	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
	<input checked="" type="checkbox"/>	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	<input checked="" type="checkbox"/>	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	<input checked="" type="checkbox"/>	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)
	<input checked="" type="checkbox"/>	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.  
I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39)

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINEE

DATE

SIGNATURE

NUMBER OF ATTACHED SHEETS

U.S. GOVERNMENT PRINTING OFFICE

00 8

ATTACHMENT TO STANDARD FORM 88  
(Revised July 21, 1952)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67
3	68
11	69
14	71 (unless other
17	examination indi-
62	cates desirable)
65	72

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee 15 qualified for strenuous physical  
(is or is not)  
exertion. (Designate which)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

no  
If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND HEARING BE COMPLETED IN DETAIL

3/26/54  
(Date)

ENCLOSURE

67-57045-272

# FEDERAL BUREAU OF INVESTIGATION

## UNITED STATES DEPARTMENT OF JUSTICE

### REPORT OF PERFORMANCE RATING

Name of Employee: \_\_\_\_\_

JOSEPH A. SIZOO

Where Assigned: DOMESTIC INTELLIGENCE FRONT OFFICE - (Internal Security- Liaison Branch)  
 (Division) (Section, Unit)

Payroll Title: INSPECTORRating Period: from 4-1-53 to 3-31-54

ADJECTIVE RATING: SATISFACTORY  
 Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

Rated by: \_\_\_\_\_

Signature

Asst. Belmont Assistant Director

Title

3/31/54

Date

Reviewed by: \_\_\_\_\_

Signature

L. V. Bradman Assistant to Director

Title

4/1/54

Date

Rating approved by: \_\_\_\_\_

Signature

Long ASSISTANT DIRECTOR

Title

APR 22 1954

Date

## TYPE OF REPORT

RECORDED - 10

(X) Official

(X) Annual

( ) Administrative

( ) 60-day

( ) Transfer

( ) Separation from service in 1954

( ) Special

FEDERAL BUREAU OF INVESTIGATION

89 APR 23 1954

67-57045-273	
Searched	_____
Serialized	_____
Indexed	_____
Filed	_____
APR 23 1954	
FEDERAL BUREAU OF INVESTIGATION	

APR 23 1954

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

*[Handwritten signature]* *[Illegible stamp]* APR 23 1954

a

o

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee JOSEPH A. SIZOO Title INSPECTOR  
FRONT OFFICE, DOMESTIC INTELLIGENCE DIVISION Rating Period: from 4/1/53 to 3/31/54

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |  |   |
|--|---|
| <u>+</u> (1) Personal appearance.  | <u>✓</u> (17) Firearms ability.   |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.   | <u>0</u> (18) Development of informants and sources of information.   |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).   | <u>+</u> (19) Reporting ability:<br><u>-</u> (a) Investigative reports<br><u>-</u> (b) Summary reports<br><u>+</u> (c) Memos, letters, wires<br>(Consider: <u>-</u> conciseness; <u>-</u> clarity; <u>-</u> organization;<br><u>-</u> thoroughness; <u>-</u> accuracy; <u>-</u> adequacy and pertinency of leads; <u>-</u> administrative detail.)  |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).   | <u>0</u> (20) Performance as a witness.   |
| <u>+</u> (5) Resourcefulness and ingenuity.  | <u>+</u> (21) Executive ability:<br><u>+</u> (a) Leadership<br><u>+</u> (b) Ability to handle personnel<br><u>+</u> (c) Planning<br><u>+</u> (d) Making decisions<br><u>+</u> (e) Assignment of work<br><u>+</u> (f) Training subordinates<br><u>+</u> (g) Devising procedures<br><u>+</u> (h) Emotional stability<br><u>+</u> (i) Promoting high morale<br><u>+</u> (j) Getting results. |
| <u>+</u> (6) Forcefulness and aggressiveness as required.  | <u>0</u> (22) Ability on raids and dangerous assignments:<br><u>-</u> (a) As leader<br><u>-</u> (b) As participant  |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.   |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.  | <u>+</u> (24) Ability to work under pressure.   |
| <u>+</u> (9) Planning ability and its application to the work.   | <u>-</u> (25) Miscellaneous. Specify and rate:<br><u>+</u> <u>Capability for Additional</u><br><u>-</u> <u>Responsibility</u>   |
| <u>✓</u> (10) Accuracy and attention to pertinent detail.  |   |
| <u>+</u> (11) Industry, including energetic consistent application to duties.  |   |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  |   |
| <u>✓</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.  |   |
| <u>0</u> (14) Technical or mechanical skills.  |   |
| <u>+</u> (15) Investigative ability and results:<br><u>-</u> (a) Internal security cases<br><u>-</u> (b) Criminal or general investigative cases<br><u>-</u> (c) Fugitive cases<br><u>-</u> (d) Applicant cases<br><u>-</u> (e) Accounting cases |   |
| <u>0</u> (16) Physical surveillance ability.   |   |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Supervisory - administrator - executive

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk man - Administrator

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

**SATISFACTORY**

ADJECTIVE RATING: \_\_\_\_\_

Outstanding, Satisfactory, Unsatisfactory

March 31, 1954

Re: JOSEPH A. SIZOO  
INSPECTOR  
GS-16; \$12,000  
EOD BUREAU: Clerk - 7/10/35  
Agent - 11/1/38

Mr. Sizoo served in the Director's Office as an Inspector until August 3, 1953, when he was transferred to the Training and Inspection Division as Inspector in Charge of the Training Section. He carried out his duties in a very acceptable manner in both of these positions.

In September, 1953, Mr. Sizoo assumed his present duties as the Inspector in Charge of the Internal Security-Liaison Branch of the Domestic Intelligence Division. In his present capacity, he supervises a wide variety of internal security and related investigative matters, as well as the liaison functions of the Bureau and the variety of matters handled in the Liaison Section. He has had a great deal of experience in various phases of the Bureau's work and is thoroughly grounded in Bureau policy. He is alert, highly industrious, handles a large volume of work, and has the knowledge and quickness of mind which enables him to arrive at sound decisions on the many problems which face him daily. He is very willing and accepts responsibility readily. He has demonstrated frequently that he is very loyal to the Bureau.

Mr. Sizoo was censured on March 12, 1954, for permitting a field office to make a commitment to provide training for auxiliary police without first having secured Bureau permission. This pertained to a letter initialed by him on June 4, 1952.

Mr. Sizoo is a hard-working, capable Bureau executive. He is a distinct asset to the Domestic Intelligence Division and is capable of further advancement. He is rated SATISFACTORY.

A handwritten signature, likely of the official responsible for the report, is located at the bottom left of the page. It consists of a stylized, cursive script that appears to begin with a large 'J' or 'S'.

May 25, 1954

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sizoo;

I want to drop you this personal note to tell you how pleased I was to receive numerous comments on the Vesper Service Sunday afternoon.

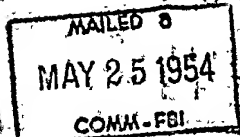
I was very much interested to learn of your own contributions as advisor to the committee, and I want to express my commendation for the splendid manner in which this was handled.

With best wishes and kind regards,

Sincerely,  
J. Edgar Hoover

LBN:ptm

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_



JUN 1 1954

RECEIVED DIRECTOR  
FBI  
U S DEPT OF JUSTICE  
MAY 25 1 07 PM '54  
RECEIVED READING ROOM  
MAY 25 12 33 PM '54



May 21, 1954

PERSONAL AND ~~CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

A recent inquiry into the reasons for the unwarranted delay on the part of the Domestic Intelligence Division in handling and answering an urgent teletype of April 30, 1954, from the Detroit Division regarding the possibility that three security informants might be called before a Congressional Committee, has disclosed that the incoming communication was brought to your attention shortly after 1:00 P.M. on May 1, and although the teletype indicated that the hearings in Detroit were scheduled to begin on May 3, 1954, and an expeditious reply had been requested, the teletype did not reach the Internal Security Section where it was to be handled until the morning of Monday, May 3, 1954.

It should have been apparent to you that this communication required immediate attention and you were derelict in not seeing to it that immediate action was undertaken and in not following on the matter to insure its early completion. It is essential that you exercise better judgment and more alertness in such matters in the future so that all delays in matters of this importance will be avoided.

RECORDED-51

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

MAILED 2

MAY 25 1954

Tolson  
Boardman  
Belmont  
Glavin  
Harbo  
Rosen  
Tamm  
Tracy  
Mohr  
Winterrowd  
Tele. Room  
Holloman  
Miss Gandy

COMM-FBI

Nichols

Belmont

Glavin

Harbo

Rosen

Tamm

Tracy

Mohr

Winterrowd

Tele. Room

Holloman

Miss Gandy

cc: Mr. Belmont (Personal and Confidential)

JUN 1 1954

RECEIVED READING ROOM

MAY 21 5 12 PM '54

57045-275

MAY 28

13

key

May 17, 1954

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

Effective immediately, you are  
designated as Inspector, assigned to the  
office of the Associate Director, Mr.

Tolson.

Sincerely,

J. Edgar Hoover

WRG:mfs

RECORDED-19

67-57048-276

12 JUN 1 1954

SENT FROM D. O.	
TIME	6:10 PM
DATE	5-17-54
BY	212

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

4 JUN 2 1954

MAY 19 11 21 AM  
FBI - NEW YORK

h/s

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR

FROM : CLYDE TOLSON */*

SUBJECT: INSPECTOR JOSEPH A. SIZOO

DATE: 6/4/54

Tolson \_\_\_\_\_

Ladd \_\_\_\_\_

Clegg \_\_\_\_\_

Glavin \_\_\_\_\_

Nichols \_\_\_\_\_

Rosen \_\_\_\_\_

Tracy \_\_\_\_\_

Harbo \_\_\_\_\_

Alcen \_\_\_\_\_

Belmont \_\_\_\_\_

Laughlin \_\_\_\_\_

Mohr \_\_\_\_\_

Tele. Room \_\_\_\_\_

Nease \_\_\_\_\_

Gandy \_\_\_\_\_

This is to advise that Inspector Joseph A. Sizoo reported to this office on June 1, 1954 for assignment, replacing Inspector John P. Mohr.

CT:DSS

4 JUN 10 1954

RECORDED-21

67-57045-277

SEARCHED \_\_\_\_\_

SERIALIZED \_\_\_\_\_

INDEXED \_\_\_\_\_

FILED \_\_\_\_\_

JUN 10 1954

25

*[Handwritten signature]*

July 10, 1954

PERSONAL

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sizoo:

Today marks the completion of  
your nineteenth year as a member of the Bureau  
family and I want to offer you my sincere con-  
gratulations and best wishes on this occasion.  
Yours is a record you can well be proud of and  
I hope you will be celebrating many more such  
anniversaries.

Sincerely,

J. Edgar Hoover

JEH:EH:d

Mr. Tolson \_\_\_\_\_  
Mr. Boardman \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Belmont \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tamm \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

SENT FROM D. O.  
TIME 9:20 AM  
DATE 7-9-54  
BY JED

67-57045-278  
Searched \_\_\_\_\_  
Serialized 44  
JUL 12 1954  
FBI - NEW YORK

JUL 16 1954

sent to Coast Point Beach  
Prince Frederick, Md.

JED

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. MOHR

DATE: July 26, 1954

FROM : A. H. BELMONT

SUBJECT: JOSEPH A. SIZOO  
INSPECTOR  
GS-16; \$12,000

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Glavin	_____
Harbo	_____
Rosen	_____
Tamm	_____
Tracy	_____
Mohr	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Miss Gandy	_____

Mr. Sizoo, who was Inspector in Charge of the Internal Security-Liaison Branch of the Domestic Intelligence Division, from September 15, 1953, to June 1, 1954, was transferred to Mr. Tolson's Office effective June 1. This memorandum is being submitted in lieu of departure efficiency report to record the fact that Mr. Sizoo's services were satisfactory, as stated in the annual efficiency report prepared regarding Mr. Sizoo under date of April 1, 1954. The ratings and comments contained in this efficiency report were equally applicable at the time of Mr. Sizoo's transfer to Mr. Tolson's office.

4 AUG 31 1954  
AHB:tlc

RECORDED-10

67-57045-279

32-884/180  
JUL 30 1954

February 23, 1955

~~PERSONAL AND CONFIDENTIAL~~

0  
Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

It has been noted during an inquiry with respect to the improper method by which amended pages were being substituted in FBI investigative reports already in the files of the Department of Justice that you approved certain instructions which were sent to the field following the recanting by former confidential informant Harvey Matusow of his testimony in a number of cases. At the time you approved these instructions you apparently gave no thought to the fact that the procedure being followed in disseminating amended pages of reports could cause the Bureau serious embarrassment.

There is no question but that you should have recognized this problem and seen to it that action was taken to correct the method of disseminating the changes and a procedure adopted which would have given no basis for possible embarrassment to the Bureau. Henceforth you will be expected to carefully evaluate such problems and see to it that the Bureau's best interests are protected.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

JIC ggs  
(4)

CC: Mr. Tolson (Personal Attention)

RECORDED 138

COMM - FBI

FEB 24 1955

MAILED 31

67-57045-280

Searched	_____
Numbered	_____

2 FEB 25 1955

FEDERAL BUREAU OF INVESTIGATION

See memo from Nichols to  
Director 2-19-55

55 FEB 28 1955

67-0-9056

March 8, 1955

0  
Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

I wish to congratulate you upon your election to the Board of Directors of the Special Agents Mutual Benefit Association.

The Articles of Incorporation call for an election of a Board of Directors by the members of the Special Agents Mutual Benefit Association. The Board in turn elects a President, Vice President, Secretary and Treasurer. A meeting for the purpose of electing these officers will be held at 2:30 p.m., March 11, 1955, in my office, Room 4130, Identification Building.

Sincerely yours,

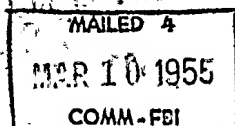
Quinn Tamm  
President

RECORDED - 105

67-57645-281
SEARCHED _____
INDEXED _____
6 MAR 14 1955
U.S. DEPT. OF JUSTICE

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

RCA:down 15 11 50 13  
(3)



55 MAR 16 1955

*Quinn Tamm*

# REPORT OF MEDICAL EXAMINATION

1. LAST NAME—FIRST NAME—MIDDLE NAME <b>SIZOO, JOSEPH A.</b>		2. GRADE AND COMPONENT OR POSITION <b>Inspector</b>	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION <b>Annual</b>	6. DATE OF EXAMINATION <b>3-23-55</b>
7. SEX <b>M</b>	8. RACE <b>White</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY      CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE
11. ORGANIZATION UNIT		12. DATE OF BIRTH <b>8-28-10</b>	
13. PLACE OF BIRTH <b>Minnesota</b>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <b>Bethesda</b>		16. OTHER INFORMATION	

17. RATING OR SPECIALTY	TIME IN THIS CAPACITY: TOTAL	LAST SIX MONTHS
-------------------------	------------------------------	-----------------

CLINICAL EVALUATION	
NORMAL	ABNOR- MAL
<input checked="" type="checkbox"/>	<input type="checkbox"/>
(Check each item in appropriate column: enter "N. E." if not evaluated)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
18. HEAD, FACE, NECK, AND SCALP	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. NOSE	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. SINUSES	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
21. MOUTH AND THROAT	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
23. DRUMS (Perforation)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
24. EYES—GENERAL (Visual acuity and refraction under items 59, 60, and 61)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
25. OPHTHALMOSCOPIC	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
26. PUPILS (Equality and reaction)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
28. LUNGS AND CHEST (Include breasts)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
29. HEART (Thrust, size, rhythm, sounds)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
30. VASCULAR SYSTEM (Varicosities, etc.)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
31. ABDOMEN AND VISCERA (Include hernia)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate if indicated)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
33. ENDOCRINE SYSTEM	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
34. G-U SYSTEM	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
35. UPPER EXTREMITIES (Strength, range of motion)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
36. FEET	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
37. LOWER EXTREMITIES (Except feet) (Strength range of motion)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
38. SPINE, OTHER MUSCULOSKELETAL	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
40. SKIN, LYMPHATICS	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
41. NEUROLOGIC (Equilibrium tests under item 72)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
42. PSYCHIATRIC (Specify any personality deviation)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>
Females only (Check how done)	
43. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)

As before

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
O.—Restorable teeth /—Nonrestorable teeth		Type III Class 1
X—Missing teeth XXX.—Replaced by dentures		
(6 X 8).—Fixed bridge, brackets to include abutments		
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15		16 17 18
32 31 30 29 28 27 26 25 24 23 22 21 20 19 18		17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1
LABORATORY FINDINGS		Numbered

45. URINALYSIS: SP. GR. <b>1.013</b>		46. CHEST X-RAY (Place, date, film number, result)	47. SEROLOGY (Specify test used and result)
ALBUMIN	SUGAR	MICROSCOPIC	
<b>Neg.</b>	<b>Neg.</b>	<b>Neg.</b>	<b>2 APR 1 1955</b>
48. EKG <b>Normal</b>		49. BLOOD TYPE AND RH FACTOR	50. OTHER TESTS

55 APR 5 1955



22768 1 1822

MEASUREMENTS AND OTHER FINDINGS									
51. HEIGHT 5' 9"	52. WEIGHT 166	53. COLOR HAIR	54. COLOR EYES	55. BUILD: SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBESE <input type="checkbox"/>	56. TEMP. N				
57. BLOOD PRESSURE (Arm at heart level)			58. PULSE (Arm at heart level)						
SITTING SYS. 120 DIAS. 76	REC'D PERSONNEL SECTION RECU. BENT DIAS.	STANDING (3 min.) MAR 31 DIAS.	59. DISTANT VISION RIGHT 20 LEFT 20	60. REFRACTION BY S. CX.	61. NEAR VISION CORR. TO BY CORR. TO BY				
62. HETEROPHORIA: (Specify distance) ES° EX° R. H. L. H. PRISM DIV. PRISM CONV. PC PD									
63. ACCOMMODATION RIGHT LEFT		64. COLOR VISION (Test used and result) N		65. DEPTH PERCEPTION (Test used and score) UNCORRECTED CORRECTED					
66. FIELD OF VISION		67. NIGHT VISION (Test used and score).		68. RED LENS					
69. INTRAOCULAR TENSION		70. HEARING							
71. AUDIOMETER		72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)							
RIGHT WV 15 /15 SV 15 /15 LEFT WV 15 /15 SV 15 /15		250 500 1000 2000 3000 4000 8000 250 500 1000 2000 3000 4000 8000 RIGHT LEFT							
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY									

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES. (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. PHYSICAL PROFILE

P	U	L	H	E	S

77. EXAMINEE (Check)

☒ IS  
☐ IS NOT

QUALIFIED FOR strenuous phys. exertion &amp; use of firearms.

PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

A	B	C	E

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

/S/

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

/S/

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

ATTACHMENT TO STANDARD FORM 88  
(Revised July 21, 1952)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67
3	68
11	69
14	71 (unless other
17	examination indi-
62	cates desirable)
65	72

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee is qualified for strenuous physical  
(is or ~~is not~~)  
exertion. (Designate which)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

No  
If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND

67-5704-282-  
ENCLOSURE

b6

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

Name of Employee: JOSEPH A. SIZOO

Where Assigned: ASSOCIATE DIRECTOR'S OFFICE  
(Division) (Section, Unit)

Payroll Title: INSPECTOR

Rating Period: from APRIL 1, 1954 to MARCH 31, 1955

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

Rated by: Clyde A. Tolson Associate Director 3/31/55  
Signature Title Date

Reviewed by: \_\_\_\_\_  
Signature Title Date

Rating approved by: J. P. Mohr Asst Dir 5/18/55  
Signature Title Date

### TYPE OF REPORT

(x) Official  
(x) Annual

( ) Administrative

( ) 60-day

( ) Transfer

( ) Separation from service

( ) Special

6757045-283

Searched \_\_\_\_\_

Numbered (1)

2 MAY 18 1955

FEDERAL BUREAU OF INVESTIGATION

18 MAY 19 1955

RECORDED - 139

3- JPM/mh

Back of Page

MAY 18 1961

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

May 26, 1955

~~PERSONAL AND CONFIDENTIAL~~

0  
Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

I have noted you reviewed and approved a letter addressed to [redacted] under date of May 20, 1955. This letter did not mention the fact that I had talked to Congressman John J. Rooney concerning a certain matter although I had instructed that this information be included in the letter to [redacted]. This entire matter has been atrociously handled and I want you to know that your failure to insure that my instructions were carried out was most serious.

In the future you will be expected to exercise greater care and attention to detail in the performance of your official duties and to make certain that my instructions are carried out.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

MAILED 2

MAY 26 1955

COMM-FBI

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

CC: Mr. Tolson (Personal Attention)

Based on memo J. A. Sizoo to Mr. Tolson, 5/24/55, JAS:abv3

RECORDED - 143

53 JUN 2 1955

67-57045-284

Searched \_\_\_\_\_

6 MAY 31 1955

FEDERAL BUREAU OF INVESTIGATION

b6

# Office Memorandum UNITED STATES GOVERNMENT

TO : MR. TOLSON *Vicer 5-24-55*

FROM : J. A. SIZOO *JAS*

SUBJECT: REQUEST FROM [REDACTED] AND  
CONGRESSMAN ROONEY FOR DIRECTOR  
TO ADDRESS CATHOLIC WAR VETERANS *Carry through mem*

DATE: 5-24-55

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

You asked that I explain the initialing for you of the first draft of the letters to Congressman Rooney and [REDACTED] which did not reflect that Congressman Rooney had called the Director concerning this request.

As I recall, these letters first reached me on Friday, 5-20-55, while you were in Quantico. Although the Director's memorandum covering his conversation with Congressman Rooney was attached under the incoming letter from [REDACTED] when approving the letter for you, I inadvertently failed to note the Director's instructions that the letter to [REDACTED] include a comment that Mr. Rooney had called the Director. There is no excuse for my failure to note the Director's instructions in this connection. I should have checked the Director's memorandum more closely.

I very much regret my failure in this instance. Had I noted the special instructions I would have had the outgoing mail changed accordingly. I will certainly make every effort to avoid such errors in the future.

*Sizoo to be censured per Mr. Tolson*  
*RECORDED - 145*  
*5/25/55*

JAS:AO  
(2)

67-57045-285	
Searched	_____
Numbered	61
19 JUN 2 1955	
FEDERAL BUREAU OF INVESTIGATION	

26 JUN 9 1955

11/23/11/23  
CLASSIFYING

3-*JAS*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *JWS*

DATE: 6-14-55

FROM : J. A. SIZOO *JWS*

SUBJECT:

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Harbo	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Sizoo	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

I have been asked to serve as Vice President of the Cove Point Beach Citizens' Association. This association is ordinarily not involved in any type of controversial activity and there is no reason to believe that any embarrassment to the Bureau could result. The association is primarily for the purpose of handling certain house-keeping functions such as upkeep of roads, removal of trash and garbage, et cetera, for this small beach colony which is located on the Chesapeake Bay.

Unless advised to the contrary, I will serve in this capacity for the summer months.

REC'D  
JUN 12 10 14 AM '55  
JAS:AO  
(2)

67 JUN 20 1955

67-57045-286

12 JUN 16 1955

Searched \_\_\_\_\_

Numbered 149

2 JUN 16 1955

FEDERAL BUREAU OF INVESTIGATION

July 10, 1955

PERSONAL

0  
Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sizoo:

In view of your completion of two decades of outstanding service today, it is my privilege and a real pleasure to extend my own personal congratulations and those of your fellow employees. I am enclosing your Twenty-Year Service Award Key with the hope that you will cherish it as a token of our deep appreciation for your innumerable contributions to our progress.

I have long been aware of your valuable talents and the impressive manner in which you have tackled and overcome progressively more important problems. With the aid of men such as you our organization has become a living symbol of efficient and dedicated public service. Your enthusiasm, mature judgment and the general excellence of your performance have been major factors in our success. Because of these fine qualities, your experience and extensive knowledge of the Bureau and its responsibilities, you have enhanced our reputation and have gained for yourself and the FBI a host of reliable and true friends.

I do hope we may continue to count upon you <sup>completely</sup> in the future as we have in the past and <sup>that</sup> I will have the honor of presenting similar awards on your future anniversaries.

With best wishes and kind regards,

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

*Personally presented  
by the Director  
July 8, 1955*

Enclosure

cc - Mr. Tolson (PAC)  
Mr. Holloman (direct)

WSH:jmw

67-143-111-1955  
J.P. Mohr to Mr. Tolson, 6-14-55 re: Jos. A. Sizoo.

SENT FROM D. FEDERAL BUREAU OF INVESTIGATION	
TIME 9:15 AM	SEARCHED
DATE 7/8/55	INDEXED
BY <i>hgh</i>	FILED

2 JUL 11 1955

*Personally presented by the Director*

67-143-111-287

SEARCHED

INDEXED

FILED

2 JUL 11 1955



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *V. K. B.*

DATE: June 14, 1955

FROM : J. P. Mohr

SUBJECT: JOSEPH A. SIZOO  
 Inspector  
 Office of the Associate Director  
 SERVICE AWARD LETTER  
 20th Anniversary - July 10, 1955

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

For the Director's information, Mr. Joseph A. Sizoo, Inspector assigned to your office, completes 20 years of service with the Bureau on July 10, 1955.

For his further information, Mr. Sizoo celebrated his 10th Anniversary on July 10, 1945. He was commended 6-3-47 concerning a lecture. On 10-5-49 he received a letter of appreciation for his co-operation during the reunion of the FBI National Academy Associates. He was censured on 11-16-50 for his failure to transmit information to the Department. On 4-8-52, he was commended for his work in connection with a Chief Clerks' School. He received a letter of censure 3-12-54 in view of erroneous instructions issued to the Kansas City Office. On 5-25-54 he received a letter of appreciation for his contributions as an advisor to the committee in charge of the Vesper Service. He was censured 5-25-54 for his delay in handling a teletype. He received a letter of censure 2-23-55 in view of his approval of instructions to the field which could have caused the Bureau serious embarrassment. On 5-26-55 he was censured for his failure to follow the Director's instructions in answering a letter. He is presently in GS 16, \$12,200 and his last performance rating was SATISFACTORY.

The Director may desire to present Mr. Sizoo's letter and key personally. If so, it is suggested that the presentation be made on Friday, July 8, 1955, since Mr. Sizoo's anniversary is on Sunday. A suggested letter is attached.

Enclosure

RECORDED-150

cc - Mr. Holloman (direct)

WSH:jmw

(3)

67-57045

67 JUL 14 1955

*personally presented**by the Director July 8, 1955*

67-57045-288

Searched \_\_\_\_\_  
 Numbered \_\_\_\_\_  
 21 JUL 11 1955  
 FEDERAL BUREAU OF INVESTIGATION

August 23, 1955

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

You are directed to report, public business permitting, to Assistant Director Alan R. Belmont for assignment in the Domestic Intelligence Division.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director

CC - Mr. Tolson (PAC)  
Mr. Holloman (PAC)  
Mr. Belmont (PAC) Inspector Sizoo is to replace  
Inspector Keay. You should advise the Administrative  
Division the date Inspector Sizoo reports to your division.  
Mrs. [redacted]  
Mr. H. L. Edwards b6  
Miss [redacted]  
Movement Section  
ERC:bag  
9

Based on memo to the Director from Mr. Boardman  
dated 8-12-55.

COMM - FBI  
AUG 23 1955  
MAILED 31

RECORDED - 143

67-57045-289
Searched
Indexed 143
1 AUG 24 1955
FEDERAL BUREAU OF INVESTIGATION

Tolson  
Boardman  
Nichols  
Belmont  
Harbo  
Mohr  
Parsons  
Rosen  
Tamm  
Sizoo  
Winterrowd  
Tele. Room  
Holloman  
Gandy

53 AUG 24 1955

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. J. P. MOHR

DATE: August 25,  
1955

FROM : MR. A. H. BELMONT

cc Mr. Boardman

Mr. Belmont

Movement

Communications

Mr. Medler

SUBJECT: INSPECTOR JOSEPH A. SIZOO  
EOD BUR 7-10-35  
GS-16, \$13,115

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

The above-captioned employee reported to the Domestic Intelligence Division on August 25, 1955, and has been assigned to supervisory duties in the Front Office of this Division.

A report relative to his progress will be submitted at the expiration of 60 days.

AHB:td  
(6)

RECORDED

67-57045-290

Searched

Number

113

AUG 30 1955

FEDERAL BUREAU OF INVESTIGATION

U. S. DEPT. OF JUSTICE

37  
53 SEP 1 1955

September 2, 1955

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

You reviewed and approved a memorandum to all investigative employees dated August 15, 1955, advising of the addition of Daniel Abram Everhart to the Top Ten Fugitive list. It is apparent that you did not carefully review this memorandum inasmuch as you failed to detect that the name of another fugitive had erroneously been substituted for the name of Everhart in two places in the third paragraph of this communication.

While the Bureau realizes that it is necessary for you to review a large volume of official correspondence daily, it will be necessary for you to perform this phase of your duties more carefully in the future in order to prevent errors such as these.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

DCM  
DCM: new  
(4)

SEP 10 - 143

CC: Mr. Belmont (Personal Attention)

Based on memo H. L. Edwards to Mr. Mohr 8/22/55, DCM: new

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

COMM - FBI  
SEP 6 1955  
MAILED 26

55 SEP 13 1955

67-57645-291

SEARCHED \_\_\_\_\_  
SERIALIZED \_\_\_\_\_  
INDEXED \_\_\_\_\_  
FILED \_\_\_\_\_

SEP 9 1955

DCM: new

SEP 10 1955

SEP 11 1955

SEP 12 1955

SEP 13 1955

SEP 14 1955

SEP 15 1955

SEP 16 1955

SEP 17 1955

SEP 18 1955

SEP 19 1955

SEP 20 1955

SEP 21 1955

SEP 22 1955

SEP 23 1955

SEP 24 1955

SEP 25 1955

SEP 26 1955


SEP 27 1955

SEP 28 1955

SEP 29 1955

SEP 30 1955

Tonal  
Ishida's H  
CROSS  
CR  
Chrysochrom  
Thymus  
Pyram



**MEMORANDUM FOR MR. TOLSON**

Yesterday, I saw Inspector Joseph A. Sizoo, of the Internal Security-Liaison Branch, Domestic Intelligence Division, who has recently been designated to such position.

I told Mr. Sizoo that his new duties were a very great challenge to his capabilities. I stated that it was imperative that he start out with requiring his supervising staff to measure up to their responsibilities, as they would be held strictly accountable for the same. I indicated to Mr. Sizoo that I had not been completely satisfied with the operations of the Domestic Intelligence Division, and it was for this reason I had made the change and placed him in the position which he now holds.

I also stressed to Mr. Sizoo the importance of his immediately checking over all the personnel under his supervision and making certain that each one is qualified to handle his assignments. I said we could not allow sentiment or emotion to enter into our retention at Washington of personnel who might not be able to deliver the work in the manner it should be delivered. I stressed the fact that there was no question in my mind about the industry and intentions of the personnel of the Domestic Intelligence Division, but I advised Mr. Sizoo that the Bureau was judged not by its good intentions but by its results and that, in turn, we would have to judge personnel accordingly. I also told him that he should very promptly make certain that Chief Supervisors Baumgardner and Roach, as well as the new Chief Supervisor Bland, are qualified for the work which they are doing. I indicated I had no question as to their technical ability, but I did have a question as to their executive capability to demand and get from their subordinates the proper attention to the assignments made.

Mr. Sizoo indicated that he thoroughly recognized the importance of the assignment and intended to do the very best he could in handling it in the manner the Bureau desired.

Very truly yours,

**John Edgar Hoover**  
**Director**

SENT FROM D. O.  
TIME 2:09 PM  
DATE 7-8-55  
BY R-7

son \_\_\_\_\_  
rdman \_\_\_\_\_  
hols \_\_\_\_\_  
mont \_\_\_\_\_  
rbo \_\_\_\_\_  
hr \_\_\_\_\_  
rsons' \_\_\_\_\_  
sen \_\_\_\_\_  
mm \_\_\_\_\_  
zoo \_\_\_\_\_  
nterrowd \_\_\_\_\_  
le. Room \_\_\_\_\_  
olloman \_\_\_\_\_  
ndy \_\_\_\_\_

JEH:tlc (4)  
1955

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 9/1/55

FROM : H. L. Edwards *HL*

SUBJECT: JOSEPH A. SIZOO  
 Inspector in Charge  
 Internal Security - Liaison Branch  
 Domestic Intelligence Division  
 EOD 7-10-35 (Messenger)  
 11-1-38 (Special Agent)  
 GS-16, \$13,115  
 Non Veteran; Not on Probation

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

Mr. Sizoo was recently transferred on 8-25-55 to the position of Inspector in Charge of the Internal Security - Liaison Branch, Domestic Intelligence Division, as a replacement for Inspector Victor P. Keay, who was reassigned to duties in the Training and Inspection Division because of the inadequate manner in which he had supervised the Bureau's liaison work and activities of the Internal Security Section. Prior to this transfer, Mr. Sizoo had served as Assistant to Mr. Tolson since 6-1-54 and before his assignment in Mr. Tolson's Office had previously served as Inspector in Charge of the Internal Security - Liaison Branch (his present position) for several months. He was formerly assigned to the Director's Office as an Inspector from 12-12-52 to 9-8-53.

67-57045-293

Mr. Sizoo completed twenty-years' service in the Bureau on 7-10-55 and his Twenty Year Service Award Key was personally presented to him by the Director on 7-8-55. He has had a wealth of experience at the Seat of Government where he has been assigned since 1946, and where he was previously assigned from 6-15-42 to 6-1-45. He has an excellent over-all record. During the past twelve months he has received two letters of CENSURE. On 2-23-55 he was CENSURED for approving instructions to the field which could have caused the Bureau serious embarrassment. This was in connection with information furnished by former confidential informant Harvey Matusow and Mr. Sizoo failed to see that action was taken to correct the improper method of disseminating changes in Bureau reports. He was CENSURED on 5-26-55 for reviewing and approving an outgoing letter without seeing to it that the Director's instructions to include certain information therein were carried out. In addition, a letter of CENSURE is being directed to him under date of September 2, 1955, for reviewing and approving a memorandum to all investigative employees dated 8-15-55 advising of the addition of Daniel Abram Everhart to the "Top Ten" fugitive list without detecting that the name of the wrong

FDH:njc

(2)

Enclosure

74 SEP 15 1955

3-11-55

fugitive was inserted in the memorandum. He has received no letters of COMMENDATION in the past twelve months. His overtime for the past several months has averaged well over 2 hours per day.

RECOMMENDATION:

The above is being submitted to briefly summarize Mr. Sizoo's record for the Director's use in the event the Director should see him.

Offices of Preference since 2-1-55

None listed

gfm  
9/1

X

A PERMANENT BRIEF OF MR. SIZOO'S PERSONNEL FILE IS ATTACHED.

DETACHED to D.O.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. L. V. Boardman *11/9/55*

DATE: October 28, 1955

FROM : A. H. Belmont

SUBJECT: ERRORS

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont *[initials]*  
 Harbo *[initials]*  
 Mohr *[initials]*  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

In accordance with instructions contained in the Director's memorandum of May 10, 1955, a tabulation has been maintained in connection with reviewing officials who approve correspondence containing nonsubstantive errors. As of October 28, 1955, Inspector J. A. Sizoo had eleven such errors charged to him.

A review of these errors reflects that they were all of a nonserious nature and none of the errors changed the meaning of the communications in question in any way.

Inspector Sizoo has assured me that he will make every effort to use even more care in the future so that such errors will be kept at an absolute minimum.

RECOMMENDATION:

It is recommended that this memorandum be forwarded to the Administrative Division and that a letter of censure be prepared for Inspector Sizoo in connection with this matter.

AHB:bmm  
 (3) *[initials]*

cc - Mr. Boardman  
 Mr. Belmont

*76*  
 53 NOV 14 1955

*Letter of censure to Sizoo*  
*11/2/55*  
*RBH/dmm*  
 RECORDED-135

*OK*  
*11/2*  
*Viper from*

67-57045-294	
Searched	
Numbered	9
1 NOV 7 1955	
FEDERAL BUREAU OF INVESTIGATION	

*31 PM*



November 2, 1955

PERSONAL AND CONFIDENTIAL

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

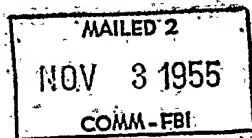
It is noted that during the recent past you have failed on a number of occasions to detect nonsubstantive errors in correspondence reviewed and approved by you. In this connection it is necessary to emphasize that the highest degree of care must be exercised in reviewing official correspondence.

Accordingly, the Bureau must insist that you carry out this phase of your duties with more thoroughness and greater attention to detail in the future.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director



NOV 2 3 25 PM '55  
RECEIVED READING ROOM  
FBI  
U.S. DEPT. OF JUSTICE

RJ  
Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

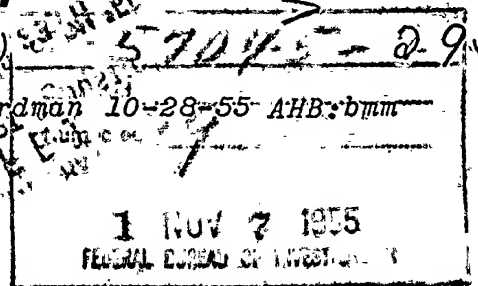
RGH:rmr/reu

(4)

CC: Mr. Belmont (Personal Attention)

Based on memo A.H. Belmont to Mr. Boardman 10-28-55 AHB:bmm

53 NOV 9 1955



December 21, 1955

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

The Bureau has noted that you reviewed a memorandum dated December 12, 1955, concerning the Communist Party of Cuba without detecting that two figures regarding Communist Party membership and voting strength in Cuba were set forth incorrectly. As you know, it is imperative that official memoranda be accurate in every detail.

Hereafter, you will be expected to perform your supervisory duties with greater thoroughness and care.

Very truly yours,

(s) J. Edgar Hoover  
Vailed by the Director

John Edgar Hoover  
Director

RGH  
RGH:klm  
(4) *Rem*

cc - Mr. Belmont (Personal Attention)

Based on memo R. R. Roach to Mr. Belmont dated 12/13/55, *RRR:lw/mls*

*A*  
Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

*33*  
67 DEC 29 1955

RECEIVED  
FBI  
67-57045-296  
27  
DEC 27 1955

April 6, 1956

Personal and Confidential

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sizoo:

The favorable conclusion of the trial of the Smith Act subjects in the New Haven Division has been most gratifying and has prompted me to advise you of my sincere appreciation for your excellent supervision of this matter.

It is evident that you closely followed the course of the investigation and trial and insured that every development received the expeditious attention a matter of this magnitude warranted. Please accept my commendation for a job well done.

Sincerely yours,

J. Edgar Hoover

CC: Mr. Belmont (Personal Attention)

MOL:rh  
67-57045  
(4)

Based on memo. Edwards to Mohr 4/4/56<sup>2</sup> NEM:rmr.  
Salutation per personnel file.

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

38  
47 APR 13 1956

COMM - FBI

APR 9 - 1956

MAILED 20

2 APR 12 1956

FEDERAL BUREAU OF INVESTIGATION

RECEIVED READING ROOM  
FBI  
APR 6 3 02 PM '56  
U.S. DEPT. OF JUSTICE

67-57045-297

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. L. V. BOARDMAN

DATE: April 10, 1956

FROM : MR. A. H. BELMONT

cc Mr. Boardman  
Mr. Belmont  
Mr. Sizoo  
Mr. Cleveland

SUBJECT: ERRORS

Tolson	_____
Nichols	_____
Boardman	_____
Belmont	_____
Mason	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Nease	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

In accordance with instructions contained in the Director's memorandum of May 10, 1955, a tabulation has been maintained in connection with reviewing officials who approve correspondence containing nonsubstantive errors. During the period May 10, 1955, through April 10, 1956, Inspector Joseph A. Sizoo had ten such errors.

A review of these errors reflects that they were all of a nonserious nature, and none of the errors changed the meaning of the communications in question in any way. I have discussed these errors with Inspector Sizoo and have emphasized the necessity of his reviewing mail even more carefully in the future.

RECOMMENDATION:

It is recommended that this memorandum be forwarded to the Administrative Division so that a letter of censure may be prepared for Inspector Sizoo.

WVC:td

(5)

JD

67-57045-298

13

2 APR 17 1956

RECEIVED - INVESTIGATION

47 APR 20 1956

April 13, 1956

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

Attention has been directed to the fact that during the past several months you did not detect a number of nonsubstantive errors appearing in official correspondence reviewed and approved by you. The Bureau wishes to impress upon you the imperative need to have all such correspondence free from error.

Hereafter, in reviewing Bureau mail it is desired that you exercise more care and a greater degree of attention to detail.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

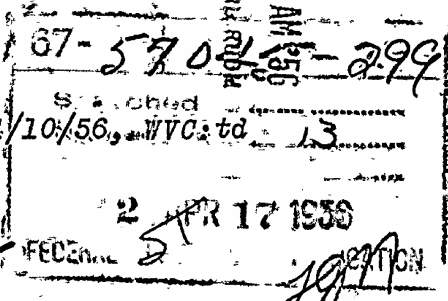
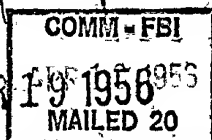
APR 13 11 35 AM '56  
RECEIVED READING ROOM  
FBI  
U.S. DEPT. OF JUSTICE

TJN:klm  
(4)

cc - Mr. Belmont (Personal Attention)

Based on memo Belmont to Boardman dated 4/10/56, WVC:td

Tolson  
Nichols  
Boardman  
Belmont  
Mason  
Mohr  
Parsons  
Rosen  
Tamm  
Nease  
Winterrowd  
Tele. Room  
Holloman  
Gandy



# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

Name of Employee: JOSEPH A. SIZOO

Where Assigned: DOMESTIC INTELLIGENCE FRONT OFFICE  
(Division) (Section, Unit)

Payroll Title: INSPECTOR - GS-16 - \$13,115.

Rating Period: from April 1, 1955 to March 31, 1956

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

Rated by: *A. Belmont* Assistant Director 4/1/56  
Signature Title Date

Reviewed by: \_\_\_\_\_  
Signature Title Date

Rating approved by: *J. Mohr* Assistant Director MAY 2 1956  
Signature Title Date

RECORDED - 60

TYPE OF REPORT

(X) Official  
(X) Annual

Searched	57
Numbered	37
6 MAY 2 1956	
FEDERAL BUREAU OF INVESTIGATION	
( ) Administrative	
( ) 60-day	
( ) Transfer	
( ) Separation from service	
( ) Special	

39 MAY 7 1956

*WEE*

100

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee JOSEPH A. SIZOO Title INSPECTOR  
 Rating Period: from 4/1/55 to 3/31/56

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |   |   |
|---|---|
| <p><u>+</u> (1) Personal appearance.<br/> <u>+</u> (2) Personality and effectiveness of his personal contacts.<br/> <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).<br/> <u>+</u> (4) Physical fitness (including health, energy, stamina).<br/> <u>+</u> (5) Resourcefulness and ingenuity.<br/> <u>+</u> (6) Forcefulness and aggressiveness as required.<br/> <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.<br/> <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.<br/> <u>+</u> (9) Planning ability and its application to the work.<br/> <u>+</u> (10) Accuracy and attention to pertinent detail.<br/> <u>+</u> (11) Industry, including energetic consistent application to duties.<br/> <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.<br/> <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.<br/> <u>0</u> (14) Technical or mechanical skills.<br/> <u>+</u> (15) Investigative ability and results:<br/> <u>-</u> (a) Internal security cases<br/> <u>-</u> (b) Criminal or general investigative cases<br/> <u>-</u> (c) Fugitive cases<br/> <u>-</u> (d) Applicant cases<br/> <u>-</u> (e) Accounting cases<br/> <u>0</u> (16) Physical surveillance ability.</p> | <p><u>✓</u> (17) Firearms ability.<br/> <u>+</u> (18) Development of informants and sources of information.<br/> <u>+</u> (19) Reporting ability:<br/> <u>-</u> (a) Investigative reports<br/> <u>-</u> (b) Summary reports.<br/> <u>+</u> (c) Memos, letters, wires<br/>         (Consider: <u>-</u> conciseness; <u>-</u> clarity; <u>-</u> organization; <u>-</u> thoroughness; <u>-</u> accuracy; <u>-</u> adequacy and pertinency of leads; <u>-</u> administrative detail.)<br/> <u>0</u> (20) Performance as a witness.<br/> <u>+</u> (21) Executive ability:<br/> <u>+</u> (a) Leadership<br/> <u>+</u> (b) Ability to handle personnel<br/> <u>+</u> (c) Planning<br/> <u>+</u> (d) Making decisions<br/> <u>+</u> (e) Assignment of work<br/> <u>+</u> (f) Training subordinates<br/> <u>+</u> (g) Devising procedures<br/> <u>+</u> (h) Emotional stability<br/> <u>+</u> (i) Promoting high morale<br/> <u>+</u> (j) Getting results<br/> <u>0</u> (22) Ability on raids and dangerous assignments:<br/> <u>-</u> (a) As leader<br/> <u>-</u> (b) As participant<br/> <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.<br/> <u>+</u> (24) Ability to work under pressure.<br/> <u>-</u> (25) Miscellaneous. Specify and rate:<br/> <u>+</u> <u>Capability for additional responsibility.</u></p> |
|---|---|

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Security - administrator

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk man - Inspector - Executive

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory



March 31, 1956

Re: JOSEPH A. SIZOO

Part I - General Comments


For that portion of the rating period until August 25, 1955, Mr. Sizoo was Assistant in Mr. Tolson's office. On that date, he was transferred to his present position as Inspector in Charge of the Internal Security-Liaison Branch in the Domestic Intelligence Division. In this capacity, he has direct responsibility for three Sections--namely, Internal Security, Subversive Control, and Liaison.

In view of the diversity of matters handled in this Branch, the Branch Chief needs to have a broad knowledge not only of security matters, but also of Bureau policy as a whole. Mr. Sizoo has this knowledge and the ability to use it. His judgment and over-all application to his duties are definitely above average. He is particularly good at getting things done without delay--he takes hold of a problem and stays with it until he gets the answer. He handles a large volume of work. He works very well as part of a team effort and reaches out to take responsibility instead of trying to avoid it. Mr. Sizoo is thoroughly loyal to the Bureau, is alert, and takes the initiative rather than waiting for instructions; consequently, he needs a minimum of supervision.

Mr. Sizoo represents the Bureau as an alternate on a highly important security committee of the Government.

On October 24, 1955, the Director thanked the president of a civic group for commendatory remarks on an address made by Mr. Sizoo.

Mr. Sizoo is entitled to a rating of Satisfactory.



O D

Part II - Specific Comments

1. Justification for Any Minus Ratings Given - Not applicable.
2. Experience and Ability as Inspector's Aide - Not applicable.

3. Participation in Informant Programs

Mr. Sizoo is constantly required to analyze and evaluate the handling of informants during his daily work. He is well qualified.

4. Testifying Experience and Ability - Not applicable.

5. Disciplinary Action

Criticized on May 26, 1955, for failure to see that certain information was included in an outgoing letter, in accordance with instructions; on September 2, 1955, for failure to detect an error in a memorandum; on November 2, 1955, for failure to detect nonsubstantive errors in correspondence reviewed by him; and on December 21, 1955, for failure to detect an error in a memorandum.

6. Accounting Information - Not applicable.

7. Police Instruction - Not applicable.

8. Sound Training - Not applicable.

9. Potentiality for and Interest in Administrative Advancement

Mr. Sizoo is performing a very important function in his present position and his services are highly valuable to the Bureau in that capacity. He is, however, available for any assignment and he is qualified for further advancement in the Bureau.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. A. H. BELMONT

DATE: June 28, 1956

FROM : MR. J. A. SIZOO

cc Mr. Belmont

SUBJECT: JOSEPH A. SIZOO  
DOMESTIC INTELLIGENCE DIVISION  
PHYSICAL TRAINING

Tolson	_____
Nichols	_____
Boardman	_____
Belmont	_____
Mason	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Nease	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

Reference is made to memorandum dated June 25, 1956, to all Bureau officials and Supervisors relative to physical training.

On Friday, June 22nd, I had a planters wart removed at Bethesda Naval Hospital. I have an appointment at the hospital on July 5th, at which time I will ascertain from the doctor as to whether or not I should participate in physical training in view of the fact it is understood that planters warts are contagious.

Unless advised to the contrary, I will not commence physical training on July 2 and you will be advised as to the doctor's instructions in this regard.

JAS:td  
(2)

13  
41 JUL 9 1956

67-57045-301

Searched \_\_\_\_\_  
Number \_\_\_\_\_  
21 JUL 1956

25  
will follow  
RUB/mmp  
Meyers  
Hays

July 10, 1956

PERSONAL

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sizoo:

As today marks your Twenty-first Anniversary with the FBI, I want to extend to you my heartiest congratulations. Your loyal and devoted service over the years has contributed materially to the accomplishments of this Bureau, and I know that you take pride in your efforts, just as I do. I hope that it will be possible for you to continue your career in the Bureau for many more years.

Sincerely,

J. Edgar Hoover

JEH:tlc  
*tlc*

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mason \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORDED 143

89

67-57045-302  
SEARCHED INDEXED  
SERIALIZED FILED  
JUL 11 1956  
FEDERAL BUREAU OF INVESTIGATION

SENT FROM D. O.  
TIME 9:00 AM  
DATE 7-13-56  
BY [signature]

[signature]

July 23, 1956

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

The brief recently prepared for my use in connection with the practice emergency evacuation of Washington failed to include certain vital information. This omission was caused by an error of judgment on the part of an employee who was under your supervision and who did not consult you concerning the inclusion or omission of the data in question. It is apparent, therefore, that your supervision of this very important project was inadequate.

Accordingly, the Bureau will expect you in the future to give more careful attention to important operations of this nature so that any similar deficiencies may be avoided.

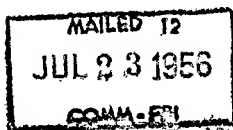
Very truly yours,

John Edgar Hoover  
Director

JIC:bah  
(4)

cc - Mr. Belmont (Personal Attention)

Based on memo from Mr. Boardman to the Director 5/12/56,  
LVB:CSH.



Tolson  
Nichols  
Boardman  
Belmont  
Mason  
Mohr  
Parsons  
Rosen  
Tamm  
Trotter  
Tele. Room  
Holmes  
Gandy

JUL 23 12 26 PM '56  
RECEIVED READING ROOM  
FBI  
U.S. DEPT. OF JUSTICE  
157-1040-303  
9000

ALERT  
Vann

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. L. V. BOARDMAN *10/2/56*

DATE: July 11, 1956

FROM : MR. J. A. SIZOO *JAS*SUBJECT: OPERATION ALERT, 1956  
(Director's Conference with Attorney General  
July 11, 1956)

Tolson	_____
Nichols	_____
Boardman	_____
Belmont	_____
Mason	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Nease	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

This memorandum is submitted in accordance with your request for facts relating to your inquiry of me yesterday concerning the status of the Director's brief for use in his conference with the Attorney General this morning.

As I recall, your inquiry of this office was made shortly after 3:00 PM while Mr. Hennrich was in the gymnasium. I advised you that I had just discussed the status of the brief with Section Chief Bland of the Subversive Control Section. (This brief was a joint effort on the part of Supervisor Theron D. Rushing and Supervisor James E. McArdle of the Subversive Control and Liaison Sections, respectively.) Bland advised at the time of our discussion that the brief was up to date, that Rushing was maintaining close contact with McArdle, and that any changes would be immediately included in the brief. I have since learned that Rushing checked this matter yesterday morning with McArdle and Bland also checked with McArdle about noon time and both were advised that there were no additional changes to be made in the brief.

McArdle is submitting a separate memorandum in connection with this matter.

This is for information.

JAS:mn

cc - Mr. Boardman  
Mr. Belmont  
Mr. Roach  
Mr. Bland  
Mr. Sizoo

(6)

67-57045-304
SEARCHED _____
INDEXED _____
10 JUL 25 1956

RECORDED - 145

3/11e

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 7-27-56

FROM : H. L. Edwards

SUBJECT: SA JOSEPH A. SIZOO  
 Inspector in Charge - Internal Security Liaison Branch  
 Domestic Intelligence Division  
 EOD 7-10-35 (Messenger); 11-1-38 (Special Agent)  
 GS-16, \$13,115; Non Veteran  
 Not on Probation

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mason \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

This is a brief and concise summary of Mr. Sizoo's record for the Director's use.

Mr. Sizoo entered on duty as a Special Agent on 11-1-38 and has completed Twenty-one years service in the Bureau on 7-10-56, having served as a messenger from 7-10-35 to 11-1-38. He is presently in Grade 16, \$13,115 having been reallocated to that grade on 12-6-53. He has been serving as Inspector in Charge of the Internal Security Liaison Branch since 8-25-55.

Since his designation as Inspector in Charge in the Domestic Intelligence Division he has received 5 letters of CENSURE; one on 9-2-55 for failure to detect an error in a memorandum; on 11-2-55 for failure to detect nonsubstantive errors in correspondence reviewed by him; and on 12-21-55 for failure to detect an error in a memorandum; on 4-13-56 for failure to detect a number of nonsubstantive errors appearing in official correspondence reviewed and approved by him and on 7-23-56 inasmuch as a brief prepared for the Director's use in connection with the practice emergency evacuation of Washington failed to include certain vital information. This omission was caused by an error of judgment on the part of an employee who was under his supervision and who did not consult him concerning the inclusion or omission of the data in question. He otherwise has an excellent over-all record.

By letter dated 4-6-56 he was COMMENDED for his excellent supervision of the trial of the Smith Act subjects in the New Haven Division which had been brought to a favorable conclusion.

On 9-7-55 the Director saw Mr. Sizoo and advised him that his new duties in the Internal Security - Liaison Branch of the Domestic Intelligence Division were a very great challenge to his capabilities. Mr. Sizoo indicated he thoroughly recognized the importance of the assignment and intended to do the very best he could in handling it in the manner the Bureau desired.

By letter dated 7-10-56 the Director congratulated him on his twenty-first anniversary with the Bureau.

RECORDED 144

SEARCHED

INDEXED

SERIALIZED

FILED

10 AUG 1 1956

FEDERAL BUREAU OF INVESTIGATION

THREE

SENT DIRECTOR  
 7-27-56

FDH/mj  
 (2)

AUG 5 1956

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. A. H. BELMONT

FROM : MR. J. A. SIZOO

SUBJECT: JOSEPH A. SIZOO  
Front Office  
Domestic Intelligence Division  
PHYSICAL TRAINING

DATE: August 21, 1956

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mason \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

Remymemo to you 6/28/56, which informed that unless advised to contrary, I would not commence Physical Training on July 2, 1956, due to removal of a planters wart.

I will begin Physical Training on August 21 and will attend second period this week on August 24.

Effective the week beginning August 27, I will attend Physical Training on Mondays and Fridays from 11:00 a. m. to 12 noon.

ACTION:

This memorandum be referred to the Training and Inspection Division for its information.

JAS:LL  
(4)  
cc--Mr. Belmont  
cc--Mr. J. A. Sizoo  
cc--Training and Inspection Division

RECORDED-145

67-57645-306	
Searched	_____
Numbered	9
10 AUG 23 1956	
FEDERAL BUREAU OF INVESTIGATION	

142  
8 2 AUG 27 1956

3  
muf



September 11, 1956

PERSONAL AND CONFIDENTIAL

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

A recent failure of you and your subordinates to have readily available certain pertinent information in answer to an urgent inquiry made on September 7, 1956, regarding Jacob K. Javits reflects a lack of proper judgment and initiative on your part. You should have been well aware of the urgent nature of this matter and you should have taken appropriate measures to insure that the pertinent information in our files would be readily available in the event of an inquiry. Because of your failure to do this an unreasonable delay occurred in making the data available.

Your failure in this instance was inexcusable and I must insist that you display more initiative and a greater recognition of the necessity of protecting the Bureau's best interests.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

57-645-307	
Searched	INDEXED
Number of	RECEIVED
10	SEP 12 11 40 AM '56
10	SEP 14 1956

cc - Mr. Belmont (Personal Attention)  
cc - SOG Domestic Intelligence Division File

JIC:mfi

(5)

Based on memo from Mr. Belmont to the Director, 9/10/56, AHB:td

SEP 12 1956

COMM-FBI

Tolson  
Nichols  
Boardman  
Belmont  
Mason  
Mohr  
Parsons  
Rosen  
Tamm  
Trotter  
Tele. Room  
Holloman  
Gandy

82 SEP 16 1956

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. L. V. Boardman *for 7/20/56*

DATE: September 6, 1956

FROM : Mr. A. H. Belmont *102/90*

SUBJECT: ERRORS

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mason \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

In accordance with the Director's memorandum of May 10, 1955, records have been maintained of the errors in correspondence and of the reviewing officials who approve correspondence with nonsubstantive errors contained therein. During the period May 10, 1956, through September 5, 1956, Inspector Joseph A. Sizoo had ten such errors charged against him. A review of the errors reflected that most were typographical and grammatical errors.

I have discussed these errors with Inspector Sizoo and have emphasized the necessity of his reviewing mail even more carefully in the future.

RECOMMENDATION:

It is recommended that this memorandum be forwarded to the Administrative Division and that a letter of censure be prepared and addressed to Inspector Sizoo.

AHB:bmm  
 (4)

cc - Mr. Boardman  
 Mr. Mohr  
 Mr. Belmont

67-57045-308

Searched \_\_\_\_\_

Numbered 9

10 SEP 17 1956

FEDERAL BUREAU OF INVESTIGATION

7 SEP 21 1956

*Let Mr. Sizoo  
 9/12/56  
 JIC/mfz/dam*

*3/fak*

September 24, 1956

PERSONAL AND CONFIDENTIAL

0  
Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

I desire to convey to you my complete dissatisfaction with the manner in which dissemination was made of information in the Bureau files pertaining to Jacob K. Javits and the utter failure on the part of you and your subordinates to properly evaluate the weaknesses in the operation of the Special Memoranda Unit as disclosed by the Javits case. This very serious problem did not receive the careful study and consideration it warranted but was handled in a most superficial manner reflecting gross indifference and inefficiency on the part of all involved.

I shall expect appropriate steps to be taken without delay to correct the obvious weaknesses in the Special Memoranda Unit and it will be your personal responsibility to insure that this is done and that similar shortcomings do not occur in the future.

Very truly yours,

✓  
John Edgar Hoover  
Director

COMM — FBI

SEP 25 1956

MAILED 24

cc - Mr. Belmont (Personal Attention)

Domestic Intelligence Division Personnel File

JIC:mfi

(5)

Based on memo from Belmont to Boardman, 9/21/56, JAS:dmn.

SEP 25 10 02 AM '56  
RECEIVED READING ROOM  
U.S. DEPT. OF JUSTICE

Mr. Tolson \_\_\_\_\_  
Mr. Boardman \_\_\_\_\_  
Mr. Belmont \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Parsons \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Mr. Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

32 SEP 25 1956

REPORT OF MEDICAL EXAMINATION

1. LAST NAME—FIRST NAME—MIDDLE NAME <b>SIZOO, JOSEPH A.</b>		2. GRADE AND COMPONENT OR POSITION <b>Inspector</b>		3. IDENTIFICATION NO.	
4. HOME ADDRESS (Number, street or P.O. Box, city or town, zone and State) <i>[Signature]</i>		5. PURPOSE OF EXAMINATION <b>Annual</b>		6. DATE OF EXAMINATION <b>3-16-56</b>	
7. SEX <b>M</b>	8. RACE <b>White</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE		11. ORGANIZATION UNIT
12. DATE OF BIRTH <b>8-28-10</b>		13. PLACE OF BIRTH <b>Minnesota</b>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <b>N.N.M.C.</b>				16. OTHER INFORMATION	

17. RATING OR SPECIALTY	TIME IN THIS CAPACITY: TOTAL	LAST SIX MONTHS
CLINICAL EVALUATION		
NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)		

NORMAL	ABNORMAL	(Check each item in appropriate column; enter "N.E." if not evaluated)
X		18. HEAD, FACE, NECK, AND SCALP
X		19. NOSE
X		20. SINUSES
X		21. MOUTH AND THROAT
X		22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)
X		23. DRUMS (Perforation)
X		24. EYES—GENERAL (Visual acuity and refraction under items 69, 60, and 61)
ne		25. OPHTHALMOSCOPIC
X		26. PUPILS (Equality and reaction)
X		27. OCULAR MOTILITY (Associated parallel movements, nystagmus)
X		28. LUNGS AND CHEST (Include breasts)
X		29. HEART (Thrust, size, rhythm, sounds)
X		30. VASCULAR SYSTEM (Varicosities, etc.)
X		31. ABDOMEN AND VISCERA (Include hernia)
X		32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Fistulae if indicated)
X		33. ENDOCRINE SYSTEM
X		34. G-U SYSTEM
	X	35. UPPER EXTREMITIES (Strength, range of motion)
	X	36. FEET
X		37. LOWER EXTREMITIES (Except feet) (Strength range of motion)
X		38. SPINE, OTHER MUSCULOSKELETAL
		39. IDENTIFYING BODY MARKS, SCARS, TATTOOS
	X	40. SKIN, LYMPHATICS
X		41. NEUROLOGIC (Equilibrium tests under item 72)
X		42. PSYCHIATRIC (Specify any personality deviation)
Females only		(Check how done)
		43. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL

right  
--tenderness in left elbow  
--cornified area ?plantar wart  
  
--small mass rt temple cyst  
  
4 ENCLOSURE 150 RECORDED 550  
5.70 15-310  
(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)															
O.—Restorable teeth X.—Missing teeth (6 X 8).—Fixed bridge, brackets to include abutments															
I.—Nonrestorable teeth XXX.—Replaced by dentures															
RIGHT															
X	2	3	4	5	6	7	8	9	10	11	12	13	14	15	X
32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17
X		X													X

REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
2 NOV 21 1956
FEDERAL BUREAU OF INVESTIGATION

45. URINALYSIS: SP. GR. <b>1.022</b>			46. CHEST X-RAY (Place, date, film number, result) <b>Neg 46530 c</b>		47. SEROLOGY (Specify test used and result) <b>Neg</b>	
ALBUMIN <b>N</b>	SUGAR <b>N</b>	MICROSCOPIC <b>N</b>	48. EKG <b>See Report #73</b>		49. BLOOD TYPE AND RH FACTOR <b>14</b>	
50. OTHER TESTS			NOV 26 1956			

NOV 24 1955

MEASUREMENTS AND OTHER FINDINGS											
51. HEIGHT 67		52. WEIGHT 159		53. COLOR HAIR Brown		54. COLOR EYES Blue		55. BUILD: SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBESE <input type="checkbox"/>		56. TEMP.	
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)					
SITTING		SYS. 120 DIAS. 70		RECUM. BENT		SITTING		AFTER EXERCISE		2 MIN. AFTER	
STANDING (5 min.)		SYS.		DIAS.		76		RECUMBENT		AFTER STANDING 3 MIN.	
59. DISTANT VISION				60. REFRACTION				61. NEAR VISION			
RIGHT 20/20 CORR. TO 20/				BY S. CX				0.62M CORR. TO BY			
LEFT 20/20 CORR. TO 20/				BY S. CX				0.62M CORR. TO BY			
62. HETEROPHORIA: (Specify distance) ES° EX° R. H. L. H. PRISM DIV. PRISM CONV. PC PD											
63. ACCOMMODATION RIGHT LEFT				64. COLOR VISION (Test used and result) AOC 1940 18/18				65. DEPTH PERCEPTION (Test used and score) UNCORRECTED CORRECTED			
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS		69. INTRAOCULAR TENSION	
70. HEARING		71. AUDIOMETER						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)			
RIGHT WV 15 715 SV 15 115		250 500 1000 2000 3000 4000 8000 250 512 1024 2048 4096 8192									
LEFT WV 15 115 SV 15 115		RIGHT LEFT									
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY											

EKG Report: No change since previous tracing. Probably within normal limits.

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

- 35. Pain rt elbow
- 36. Cornified area rt foot
- 40 Cyst rt temple

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify) X ray elbow Dermatology						76. PHYSICAL PROFILE					
						P U L H E S					
77. EXAMINEE (Check) <input checked="" type="checkbox"/> IS <input type="checkbox"/> IS NOT QUALIFIED FOR strenuous physical exertion and use of firearms.						PHYSICAL CATEGORY					
78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER						A B C E					
79. TYPED OR PRINTED NAME OF PHYSICIAN G. R. JOHNSTON, CAPT, MC, USN						SIGNATURE /s/					
80. TYPED OR PRINTED NAME OF PHYSICIAN						SIGNATURE					
81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)						SIGNATURE /s/					
82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY						SIGNATURE					
						NUMBER OF ATTACHED SHEETS					

ATTACHMENT TO STANDARD FORM 88  
(Revised December 5, 1955)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67
3	68
11	69
14	71 (Item 71, audiometer examinations, should be afforded whenever possible.)
17	
62	
65	72

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X-ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee is qualified for strenuous physical exertion. (Designate which) (is or is not)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms? Does examinee have any defects prohibiting safe operation of motor vehicles?

No

If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND HEAR

AIL.

(Signature of Medical Examiner)

**JUN 11 1956**

(Date)

S1200, J. A.

67-57045-310

PATIENT'S LAST NAME—FIRST NAME—MIDDLE NAME

REGISTER NO.

WARD NO.

Staff Clinic

SIZOO, Joseph A.

AGE

SEX

(Check one)

☐ BEDSIDE, WHEELCHAIR,  
OR STRETCHER

☐ BED  
PATIENT

☐ AMBULATORY

EXAMINATION REQUESTED

REQUESTED BY

DATE OF REQUEST

(Above space for mechanical imprinting, if used)

PERTINENT CLINICAL HISTORY, OPERATIONS, PHYSICAL FINDINGS, AND PROVISIONAL DIAGNOSIS

FILM NO. 4764-56

DATE OF REPORT

RADIOGRAPHIC REPORT

3-16-56 RIGHT ELBOW: There is no evidence of bone or joint abnormality nor of soft tissue abnormality.

b6

SIGNATURE: (Specify location of laboratory if not part of requesting facility)

Standard Form 519A (Rev. Aug. 1964)  
Promulgated by Bureau of the Budget  
Circular A-32 (Rev.)

GPO 60-16-60000-67

RADIOGRAPHIC REPORT

(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)

CLINICAL RECORD

CONSULTATION SHEET

TO:

Dermatology

FROM:

Staff Clinic

DATE OF REQUEST:

16 Mar 56

REASON FOR REQUEST:

c.c. 1. Wart on foot 2. Cyst on rt temple

Cornified area rt foot over end of 4th metacarpal. ?Plantar wart.

Small mass in skin of rt temple - bruised in combing hair and by barbers.

Please examine and advise.

PROVISIONAL DIAGNOSIS:

DU

DOCTOR'S SIGNATURE:

/s/

[REDACTED]

b6

CONSULTATION REPORT

Will excise nevus at 10:15 a.m. 3-27-56. Plantar wart pared and studied; and 40% Sal and plaster. Return 10:15 - 3-27-56.

3-27-56 Wart relieved. Return on Wednesday for excision of nevus.

/s/

[REDACTED]

4-4-56 Removed nevus right forehead under procaine 1% local anesthesia. Wound closed with 5-0 silk. Return 4-9-56.

4-9-56 Sutures removed. Wound healing satisfactorily.

Plantar wart retreated.

4-26-56 Retreated. Return.

5-3-56 Retreated.

PATIENT'S NAME:

SIZOO, Joseph A.

FBI

Staff Clinic

44-38861-67-57005-310



CLINICAL RECORD

TISSUE EXAMINATION

SPECIMEN SUBMITTED BY:

Dermatology Clinic

DATE OBTAINED:

4-4-56

HOW OBTAINED:

Surgical Excision

BRIEF CLINICAL HISTORY:

Nevus of a number of years duration in the <sup>right</sup> left temporal region. No history of recent change.

SIGNATURE AND TITLE:

b6

PATHOLOGICAL REPORT

NNMC, Bethesda

56-1557

GROSS EX:

Specimen consists of formalin fixed ellipse of white skin and subcutaneous tissue measuring 1.5 cm. in gd. There is a small 3 mm. diameter slightly elevated plaque in the central portion of the skin.

MICRO EX: Section is of skin. The epidermis shows some vacuolation of the spiny cell layer. In the dermis there are cords and nests of cells which have a moderate amount of eosinophilic cytoplasm; in some cases the cytoplasm is vacuolated. The nuclei are round to oval with fine chromatin distribution.. The nucleoli are basophilic. There is moderate vascularity to the tumor. It is somewhat encapsulated by compressed adjacent tissue. One section shows more prominent encapsulation and the stroma between the cords and nests of cells is densely eosinophilic and homogenous. In some instances the cords and cells have a slit-like lumen which is lined by eosinophilic membrane.

PATHOLOGIC DIAGNOSIS: Sweat gland adenoma, "Turban type"

10 April 1956

b6

PATIENT'S NAME:

SIZOO, Joseph A.

ENCLOSURE

67-57043-310

00 3  
November 19, 1956

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

It has come to the attention of the Bureau that since September 6, 1955, you have been charged with failing to detect a number of nonsubstantive errors in official correspondence which was reviewed and approved by you. Although those errors were later detected and necessary corrections were made before the communications left the Bureau, you should have detected the errors when you reviewed the mail.

It is realized that in the course of your official duties you are required to review a large volume of correspondence; however, the Bureau must insist that in the future you exercise greater care in carrying out this phase of your responsibilities.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

cc - Domestic Intelligence Division Personnel File  
Mr. Belmont (Personal Attention)

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mason \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Nease \_\_\_\_\_  
Crawford \_\_\_\_\_  
Room \_\_\_\_\_

COMM - FBI  
NOV 21 1956  
MAILED 31

Based on memo from Mr. Belmont to Mr. Boardman, 11-8-56, AHB:bmh

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. L. V. Boardman *LB 11/27/56*

DATE: November 8, 1956

FROM : Mr. A. H. Belmont

SUBJECT:

JOSEPH A. Sizoo  
ERRORS *AHB*

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont *AB*  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

In accordance with instructions contained in the Director's memorandum dated May 10, 1955, records have been maintained of the errors in correspondence and of the reviewing officials who approve correspondence with nonsubstantive errors contained therein. During the period September 6, 1956, through November 2, 1956, Inspector Joseph A. Sizoo had ten such errors charged against him. A review of the errors reflected that most were typographical and grammatical errors.

I have discussed these errors with Inspector Sizoo and have emphasized the necessity of his reviewing mail even more carefully in the future.

RECOMMENDATION:

It is recommended that this memorandum be forwarded to the Administrative Division and that a letter of censure be prepared and addressed to Inspector Sizoo.

AHB:bmm

(4)

cc - Mr. Boardman  
 Mr. Mohr  
 Mr. Belmont

RECORDED - 137

*67-57045-312*

*Let of censure 11-19-56 TJM/mf*

Searched	.....
Numbered	..... 37
21 NOV 21 1956	
FEDERAL BUREAU OF INVESTIGATION	

*7/29/56*

66 NOV 28 1956

December 5, 1956

~~Personal and Confidential~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

I want you to know how highly pleased I was with the very fine cocktail party given last night by the Liaison Representatives. I am mindful of the heavy burdens placed on you in the absence of Mr. Belmont and feel that you handled your responsibilities in an excellent manner.

It was quite apparent that everyone in attendance enjoyed themselves thoroughly and I am sure the work of the Bureau in the future will benefit from the good will created on this occasion.

Sincerely yours,

CC: Mr. Belmont (Personal Attention)

CRD:hwc  
67-57045  
(4)

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mason \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

38 DEC 12 1956

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. A. H. BELMONT

DATE: January 11, 1957

FROM : MR. J. A. SIZOO

cc Mr. Belmont  
Mr. Mohr

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

SUBJECT: AUTOMOBILE ACCIDENT  
INVOLVING JOHN P. MOHR  
AND JOSEPH A. SIZOO

While driving home from the office last evening, I stopped for traffic ahead of me on Old Dominion Drive near Abingdon Street in North Arlington and a car driven by [redacted] struck my car from the rear. This accident occurred at 8:10 PM. [redacted] attention having been momentarily diverted by oncoming traffic, he was unable to stop before striking my car when he realized that my car was standing still. He was charged by Arlington police for following too closely. Mr. Mohr was thrown forward and struck his right knee against the dash of my car. He could walk, however, and said he thought it was only a bruise. However, since Mohr had commented coming home that he was not feeling well and had a chill, I flagged down a neighbor and arranged to have him taken home immediately. I talked to Mrs. Mohr last night and again this morning. He is still in bed and not feeling at all well and has not been on his feet. He feels, however, the knee is only bruised and not seriously injured. I suggested to Mrs. Mohr that they should not take chances with the knee and that it was desirable that as soon as he was able to get about to have the knee X-rayed.

I will be in touch with Mrs. Mohr and report any additional significant information.

JAS:td  
(3)

JAN 28 1957

RECORDED-146

67-57 045-314	
Searched	_____
Numbered	35
10 JAN 17 1957	
FEDERAL BUREAU OF INVESTIGATION	

CLASSIFYING

January 14, 1957

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

It has been noted that there was a serious failure on the part of the Domestic Intelligence Division to comply with instructions issued to that division on January 8, 1957, to supply material relating to the Hungarian Refugee Program. The instructions, which were clear and unequivocal, were not followed and the material which was submitted consisted of a conglomeration of memoranda which was incomplete. Inasmuch as you were acting in charge of the division at the time in question, you were responsible for proper compliance with the instructions in question and the shortcomings mentioned above reflect adversely upon your supervision.

Consequently, it will be necessary for you to make certain that in the future all such instructions are complied with completely and satisfactorily and derelictions of the nature mentioned above are avoided.

RECORDED-57

Very truly yours, 57

J. Edgar Hoover

John Edgar Hoover

Director

MAILED 2

JAN 14 1957

COMM - FBI

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

cc - Mr. Belmont (Personal Attention)  
SOG, Domestic Intelligence Personnel File

Based on memo from Mr. Belmont to Mr. Boardman

1/9/57, JAS:mn.

FEB 13 1957

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. L. V. Boardman

DATE: March 20, 1957

FROM : Mr. A. H. Belmont

SUBJECT: JOSEPH A. SIZOO  
ERRORS

Tolson	_____
Nichols	_____
Boardman	_____
Belmont	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
Nease	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

In accordance with instructions contained in the Director's memorandum dated May 10, 1955, records have been maintained of the errors in correspondence and of the reviewing officials who approve correspondence with nonsubstantive errors contained therein. During the period November 10, 1956, through March 15, 1957, Inspector Joseph A. Sizoo had ten such errors charged against him. A review of the errors reflected that most were typographical and grammatical errors.

I have discussed these errors with Inspector Sizoo and have emphasized the necessity of his reviewing mail even more carefully in the future.

RECOMMENDATION:

It is recommended that this memorandum be forwarded to the Administrative Division and that a letter of censure be prepared and addressed to Inspector Sizoo.

AHB:bms  
(4)  
cc - Mr. Boardman  
Mr. Mohr  
Mr. Belmont

*[Handwritten initials]*

*[Handwritten initials]*  
3/23

*[Handwritten notes]*  
Let of Belmont  
3/20/57

RECORDED

57045-316
1 MAR 26 1957

5 MAR 28 1957

March 25, 1957

~~PERSONAL AND CONFIDENTIAL~~

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

It has come to the attention of the Bureau that since November 10, 1956, a number of nonsubstantive errors have appeared in official correspondence that was reviewed and approved by you. These errors were corrected before the correspondence left the Bureau; however, you should have detected the errors and you should have taken steps to have the corrections made.

It is imperative that all Bureau mail be free from error and in the future you will be expected to exercise a higher degree of care in reviewing such mail so that similar delinquencies will not occur.

Very truly yours,

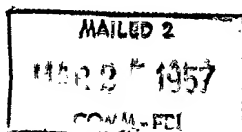
J. Edgar Hoover

John Edgar Hoover  
Director

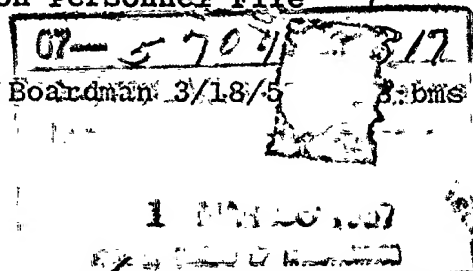
CC: Mr. Belmont (Personal Attention)  
Domestic Intelligence Division Personnel File

Based on memo A. H. Belmont to Mr. Boardman 3/18/57

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_



5 MAR 28 1957





# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: March 26, 1957

FROM : Joseph A. Sizoo

SUBJECT: Joseph A. Sizoo

(Employee)

Domestic Intelligence Division

(Division)

*W. L. Edwards*  
*gmk*  
*Wood*

## ILLNESSES

Nature of illness: (Indicate extent of, description, and current condition under Remarks)		
<input type="checkbox"/> Accident	<input type="checkbox"/> Injury	<input type="checkbox"/> Disease <input type="checkbox"/> Operation (Date of surgery and postoperative condition must be indicated under Remarks)
Date sick leave commenced	Date ceased active duty	Expected date of return to duty
Confined at: <input type="checkbox"/> Hospital <input type="checkbox"/> Residence		
Address:		

Remarks:

RECORDED - 138

## DEATHS

<input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Spouse <input type="checkbox"/> Brother <input type="checkbox"/> Sister		67-57045-318	
<u>William E. Cox</u> (Name of deceased)		Searched <input type="checkbox"/> Indexed <input type="checkbox"/> <i>41</i>	
Date and place of death <u>3-24-57</u> <u>Los Angeles, California</u>		<input checked="" type="checkbox"/> Other <input checked="" type="checkbox"/> Stepfather (Relationship)	
Remarks:		FEDERAL BUREAU OF INVESTIGATION	

*No letter necessary  
per routing slip  
rku/gmk*

6 APR 1 1957 90

*3/gmk*

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

Name of Employee: JOSEPH A. SIZOO

Where Assigned: Domestic Intelligence Front Office  
(Division) (Section, Unit)

Official Position Title: INSPECTOR - GS-16 \$13,330

Rating Period: from April 1, 1956 to March 31, 1957

ADJECTIVE RATING: EXCELLENT  
Outstanding, Excellent, Satisfactory, Unsatisfactory.

Employee's  
Initials

Rated by: C. N. Belmont Assistant Director May 7, 1957  
Signature Title Date

Reviewed by: J. F. Mohr Assistant Director MAY 8 1957  
Signature Title Date

Rating Approved: J. F. Mohr Assistant Director MAY 8 1957  
Signature Title Date

TYPE OF REPORT

(X) Official  
(X) Annual

( ) Administrative 67-57045-319  
( ) 60-Day Period 43  
( ) Transfer  
( ) Separation from Service  
( ) Special 1 MAY 13 1957  
FEDERAL BUREAU OF INVESTIGATION

RECORDED - 137

34 MAY 1 1957

2-CP

Back of Page

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

1957 3 14

MAY 10 1957

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee JOSEPH A. SIZOOTitle INSPECTORRating Period: from 4/1/56 to 3/31/57

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

Rate items as follows:

- + Outstanding (exceeding excellent and deserving of special commendation).  
E Excellent.  
✓ Satisfactory (good or very good).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element be factually justified by narrative detail on reverse of Form FD-185.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
  - Any element rated "Unsatisfactory" must be supported by narrative comments.
  - An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of form FD-185.

- + (1) Personal appearance.  
+ (2) Personality and effectiveness of his personal contacts.  
+ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  
+ (4) Physical fitness (including health, energy, stamina).  
+ (5) Resourcefulness and ingenuity.  
+ (6) Forcefulness and aggressiveness as required.  
+ (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.  
+ (8) Initiative and the taking of appropriate action on own responsibility.  
+ (9) Planning ability and its application to the work.  
+ (10) Accuracy and attention to pertinent detail.  
+ (11) Industry, including energetic, consistent application to duties.  
+ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  
+ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.  
0 (14) Technical or mechanical skills.  
+ (15) Investigative ability and results:
  - Internal security cases
  - Criminal or general investigative cases
  - Fugitive cases
  - Applicant cases
  - Accounting cases.
- 0 (16) Physical surveillance ability.

- + (17) Firearms ability.  
+ (18) Development of informants and sources of information.  
+ (19) Reporting ability:
  - Investigative reports
  - Summary reports
  - Memos, letters, wires
 (Consider: conciseness; clarity; organization; thoroughness; accuracy; adequacy and pertinency of leads; administrative detail.)  
0 (20) Performance as a witness.  
+ (21) Executive ability:
  - Leadership
  - Ability to handle personnel
  - Planning
  - Making decisions
  - Assignment of work
  - Training subordinates
  - Devising procedures
  - Emotional stability
  - Promoting high morale
  - Getting results
- 0 (22) Ability on raids and dangerous assignments:
  - As leader
  - As participant
- + (23) Organizational interest, such as making of suggestions for improvement.  
+ (24) Ability to work under pressure.  
+ (25) Miscellaneous. Specify and rate:  
 Dictation ability  
+ **Capability for additional**

responsibility.

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.): Security administrator

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Desk man - Inspector - ExecutiveC. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)D. 1. Has employee had an abnormal sick leave record during rating period? No 2. Has employee used more sick leave during rating period than earned during such period? No (If answer to either question is "Yes," explain in narrative comments.)E. Is employee qualified to operate a motor vehicle incidental to his official duties? X Yes 0 No

If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING: EXCELLENT

Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS

JAS

March 31, 1957

RE: JOSEPH A. SIZOO

PART I    GENERAL COMMENTS

During the entire rating period, Mr. Sizoo held the position as Inspector in Charge of the Internal Security-Liaison Branch of the Domestic Intelligence Division, thus having administrative and supervisory responsibility for three Sections - namely, Internal Security, Subversive Control, and Liaison. In the absence of the Assistant Director, Mr. Sizoo has taken charge of the Division in its entirety.

In either capacity, Mr. Sizoo carries a heavy responsibility. During the past year, the fast-moving events in the security field have required a careful yet very aggressive approach, a maximum of supervision, a continuous analysis of policy, and a sense of timing that permits us to carry on our offense against subversive elements while still insuring that our programs are proper and meet the high principles of the Bureau. Mr. Sizoo has met this challenge squarely and has shown above average judgment, knowledge of Bureau policy, and the alert, enthusiastic approach necessary to carry on the work. He is thoroughly experienced, very loyal to the Bureau, and readily accepts responsibility.

On April 6, 1956, the Director commended Mr. Sizoo in connection with the Smith Act trial in New Haven. On December 5, 1956, the Director expressed his pleasure for Mr. Sizoo's part in liaison functions.

In addition to his other duties, Mr. Sizoo represents the Bureau as alternate on a highly important security committee of the Government.

As a result of his experience at the Seat of Government, not only in the Domestic Intelligence Division but also in other Divisions of the Bureau, Mr. Sizoo has a thorough knowledge of Bureau policy. He is vigorous and alert in his approach.

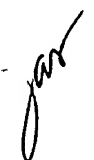
In rating Mr. Sizoo "Excellent," I have taken into account the action reflected under item 5 of this report, Section II.

*Jas*

## PART II SPECIFIC COMMENTS

1. Justification for any Minus Ratings Given - Not applicable.
2. Experience and Ability as Inspector's Aide - Qualified but not used. (Mr. Sizoo is an Inspector.)
3. Participation in Informant Programs. - In an administrative capacity, he has shown excellent results.
4. Testifying Experience and Ability - Not applicable.
5. Disciplinary Action - The Director called his attention to failure to detect nonsubstantive errors in material reviewed by him on April 13, September 13, November 19, 1956, and March 25, 1957. On July 23, 1956, he was censured for failure of a supervisor to include necessary information in a summary memorandum. On September 11, 1956, he was criticized for failure of himself and his subordinates to have readily available pertinent information in answer to an urgent inquiry, and on September 24, 1956, in connection with the same case, the Director expressed his dissatisfaction with the failure to properly evaluate weaknesses in the Special Memoranda Unit. On January 14, 1957, the Director called attention to failure of the Division to comply with instructions to supply material regarding the Hungarian Refugee Program.
6. Accounting Information - Not applicable.
7. Police Instruction - Not applicable.
8. Sound Training - Not applicable.
9. Potentiality for and Interest in Administrative Advancement

Mr. Sizoo is available for any assignment and is interested in administrative advancement. His experience, knowledge, enthusiasm and capability qualify him for further advancement. His present assignment carries heavy responsibilities and his services to the Bureau are highly valuable in his present capacity.



July 10, 1957

PERSONAL

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sizoo:

May I offer you my heartiest  
congratulations on your Twenty-second  
Anniversary with the Federal Bureau of Investi-  
gation. Loyalty and devotion to duty have marked  
your many years of service and reflect a  
worthwhile contribution to the over-all efforts of  
the Bureau. It is my sincere hope that you will  
find it possible to remain with the Bureau for  
many years to come.

Sincerely,

J. Edgar Hoover

67-57045-320X

67-444712-84
Searched
INDEXED 55
8 JUL 11 1957
FILED

JEH:tlc

RECORDED-150

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

147  
10 JUL 18 1957

SENT FROM D. O.	
TIME	8:30 AM
DATE	7-10-57
BY	W. H. C.

# REPORT OF MEDICAL EXAMINATION

1. LAST NAME—FIRST NAME—MIDDLE NAME <b>Sizoo, Joseph Alexander</b>			2. GRADE AND COMPONENT OR POSITION <b>Inspector</b>		3. IDENTIFICATION NO.	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)			5. PURPOSE OF EXAMINATION <b>Annual</b>		6. DATE OF EXAMINATION <b>3-18-57</b>	
7. SEX <b>M</b>	8. RACE <b>White</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE		11. ORGANIZATION UNIT	
12. DATE OF BIRTH <b>8-28-10</b>		13. PLACE OF BIRTH <b>Woodstock, Minn.</b>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <b>Bethesda</b>				16. OTHER INFORMATION		

17. RATING OR SPECIALTY		TIME IN THIS CAPACITY: TOTAL		LAST SIX MONTHS						
NORMAL	ABNOR- MAL	CLINICAL EVALUATION (Check each item in appropriate column; enter "N. E." if not evaluated)	NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)							
		18. HEAD, FACE, NECK, AND SCALP	<b>Rhus Dermatitis rt. shin NCD</b> <b>ENCL 150 att</b> <b>RECORDED-150</b> <b>Meets dental standards</b> <b>Searched</b> <b>Numbered</b> <b>10 MAY 22 1957</b> <b>See Report 18985-57</b> <b>FEDERAL BUREAU OF INVESTIGATION</b> <b>3 pm</b>							
		19. NOSE								
		20. SINUSES								
		21. MOUTH AND THROAT								
		22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)								
		23. DRUMS (Perforation)								
		24. EYES—GENERAL (Visual acuity and refraction under items 59, 60, and 61)								
		25. OPHTHALMOSCOPIC								
		26. PUPILS (Equality and reaction)								
		27. OCULAR MOTILITY (Associated parallel movements, nystagmus)								
		28. LUNGS AND CHEST (Include breasts)								
		29. HEART (Thrust, size, rhythm, sounds)								
		30. VASCULAR SYSTEM (Varicosities, etc.)								
		31. ABDOMEN AND VISCERA (Include hernia)								
		32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate if indicated)								
		33. ENDOCRINE SYSTEM								
		34. G-U SYSTEM								
		35. UPPER EXTREMITIES (Strength, range of motion)								
		36. FEET								
		37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)								
		38. SPINE, OTHER MUSCULOSKELETAL								
		39. IDENTIFYING BODY MARKS, SCARS, TATTOOS								
	<b>X</b>	40. SKIN, LYMPHATICS								
		41. NEUROLOGIC (Equilibrium tests under item 72)								
		42. PSYCHIATRIC (Specify any personality deviation)								
Females only		(Check how done)								
		43. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL								

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES	
O.—Restorable teeth I.—Nonrestorable teeth X.—Missing teeth XXX.—Replaced by dentures (6 X 8).—Fixed bridge, brackets to include abutments			
R I G H T	2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50		
45. URINALYSIS: SP. GR. <b>1.034</b>		46. CHEST X-RAY (Place, date, film number, result)	
ALBUMIN	SUGAR	MICROSCOPIC	
<b>Neg.</b>	<b>Neg.</b>	<b>Negative</b>	
48. EKG		49. BLOOD TYPE AND RH FACTOR	50. OTHER TESTS
<b>T. Wave since 10-9-56 suggest left Ventricular Ischemia now.</b>			



MAY 30 1957

MEASUREMENTS AND OTHER FINDINGS																																			
51. HEIGHT 67		52. WEIGHT 157		53. COLOR HAIR Brown Grey		54. COLOR EYES Blue		55. BUILD: SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBESE <input type="checkbox"/>		56. TEMP.																									
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)																													
SITTING		SYS. 118 DIAS. 80		RECUM. BENT DIAS.		STANDING (5 min.)		SYS. 124 DIAS. 72		AFTER EXERCISE																									
59. DISTANT VISION		60. REFRACTION		61. 0.62m NEAR VISION																															
RIGHT 20/		CORR. TO 20/		BY S.		CX		20.9		CORR. TO BY																									
LEFT 20/		CORR. TO 20/		BY P. H.		S.		CX		20.7 CORR. TO BY																									
62. HETEROPHORIA: (Specify distance) ES° EX° R. H. L. H. PRISM DIV. PRISM CONV. PC PD																																			
63. ACCOMMODATION RIGHT LEFT		64. COLOR VISION (Test used and result) AOC 1940 18/18				65. DEPTH PERCEPTION (Test used and score) UNCORRECTED CORRECTED		69. INTRAOCULAR TENSION																											
66. FIELD OF VISION		67. NIGHT VISION (Test used and score)				68. RED LENS																													
70. HEARING		71. AUDIOMETER						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																											
RIGHT WV 15 /15 SV 15 /15		<table border="1"> <thead> <tr> <th></th> <th>250 250</th> <th>500 512</th> <th>1000 1024</th> <th>2000 2048</th> <th>3000 3072</th> <th>4000 4096</th> <th>8000 8192</th> </tr> </thead> <tbody> <tr> <td>RIGHT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>LEFT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>							250 250	500 512	1000 1024	2000 2048	3000 3072	4000 4096	8000 8192	RIGHT								LEFT											
	250 250	500 512	1000 1024	2000 2048	3000 3072	4000 4096	8000 8192																												
RIGHT																																			
LEFT																																			
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY																																			

40 Rhus dermatitis rts shin.

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. PHYSICAL PROFILE

P	U	L	H	E	S

77. EXAMINEE (Check)

☒ IS  
☐ IS NOT

QUALIFIED FOR

Strenuous physical exertion and use of firearms.

PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

A	B	C	E

79. TYPED OR PRINTED NAME OF PHYSICIAN

G. R. Johnston Capt. MC USN

SIGNATURE

/s/

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

/s/

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

ATTACHMENT TO STANDARD FORM 88  
(Revised July 25, 1956)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67
3	68
11	69
14	71 (Item 71, audiometer examinations, should be afforded whenever possible.)
17	
62	
65	72

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X-ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS  
OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee 15 qualified for strenuous physical exertion. (Designate which)  
(is or is not)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments, which might entail the practical use of firearms? ☐ Yes ☒ No

2. Does examinee have any defects prohibiting safe operation of motor vehicles?  
☐ Yes ☒ No

If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING  
TO VISUAL ACUITY, COLOR VISION AND HEARING BE COMPLETED IN DETAIL.

[Redacted Signature Box]

APR 29 1957

(Date)

67-57045-320

Sizoo, J. A.

ENC

b6

# SICK CALL TREATMENT RECORD

NAME Sizoo, Joseph A.

DATE	COMPLAINT	TREATMENT	DISPOSITION	INIT
4-3-57	Rash on forehead, comes and goes Worse c activity, etc. No itching. Some scaling-		Duty	/s/ GRJ

Dermatology

ENCLOSURE

67-57045-320

CLINICAL RECORD

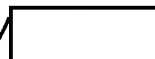
TO: Dermatology

DATE OF REQUEST: 7-5-56

PLANTAR WART

Healing well. Return in three weeks.

/s/



b6

TO: Dermatology

FROM: Staff Clinic

DATE OF REQUEST: 4-3-57

CC: Rash on forehead.

This FBI Agent complained of dry, scally rash on forehead-comes and goes, probably worse c activity. No itching, usually improves c exposure to sun, Etc.

PROVISIONAL DIAGNOSIS

Place of Consultation: On-Call - Routine

Diagnosis: Seborrhia Dermatitis of scalp and face.

Advise

1. Selsan Sahmpoo once a week

2. Have lotion #2 daily

Return in 4 weeks.

67-57045-320

CLINICAL RECORD

TO: Dermatology

FROM: Staff Clinic

DATE OF REQUEST: 3-16-56

- C. C. 1. Wart on foot. 2. Cyst on rt. temple  
1. Cornified area rt. foot over end of 1st metacarpal ? Plantar wart.  
2. Small mass in skin of rt. temple-bruised in combing hair and by barbers.

DOCTOR'S SIGNATURE /s/

b6

Place of consultation: on call - Routine

CONSULTATION REPORT

Will excise nevus at 10:15 a. m. 3-27-56 Plantar wart pored and started on 40% sal-  
audplasters. Return 10:15 3-27-56

3-27-56 Wart removed. Return on Wednesday for excision of nevus.

4-4-56 Removed Nevus (?) right forehead under procaine 1% local anesthesia.  
Wound closed c 5-0 sils Return 4-9-56

4-9-56 Sutures removed. Wound healing satisfactorily.

Plantar Wart Retreated

4-26-56 Retreated wound, nevus on arm.

5-3-56 Retreated

6-21-56 Retreated. Return in 2 weeks.

ENCLOSURE

67-57045-320

PATIENT'S LAST NAME—FIRST NAME—MIDDLE NAME

SIZOO, Joseph Alexander FBI

REGISTER NO.

WARD NO.

Staff Clinic

AGE

SEX

(Check one)

☐ BEDSIDE, WHEELCHAIR,  
OR STRETCHER

☐ BED  
PATIENT

☐ AMBULATORY

EXAMINATION REQUESTED BY

REQUESTED BY

DATE OF REQUEST

(Above space for mechanical imprinting, if used)

PERTINENT CLINICAL HISTORY, OPERATIONS, PHYSICAL FINDINGS, AND PROVISIONAL DIAGNOSIS

FILM NO.

DATE OF REPORT

RADIOGRAPHIC REPORT

4/3/57 CHEST: The heart is not enlarged. The lung fields are clear. MWD:egc

/s/ MWDolson

SIGNATURE: (Specify location of laboratory if not part of requesting facility)

GPO c0-16-56906-61

Standard Form 519A (Rev. Aug. 1954)  
Promulgated by Bureau of the Budget  
Circular A-32 (Rev.)

(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)

RADIOGRAPHIC REPORT

ENCLOSURE

67-57045-320

October 22, 1957

PERSONAL

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

Your attention is directed to the inadequacy of certain material relating to the retrial of the Smith Act case involving [redacted] and others which was prepared for my use on October 18, 1957, at a conference with the Attorney General. Pertinent information was omitted from this material and inasmuch as the preparation of the material had been discussed with you, you share in the responsibility for the delinquency.

Hereafter, I shall expect you to carry out the duties of your position with a higher degree of care and thoroughness so that a delinquency of this type will not recur.

Very truly yours,  
J. Edgar Hoover

John Edgar Hoover  
Director

67-57145-327  
REC'D-READING ROOM  
OCT 22 3 48 PM '57  
FBI INVESTIGATION

COMM - FBI  
OCT 22 1957  
MAILED 19

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

1 - Mr. Belmont (Personal Attention)

1 - Domestic Intelligence Division Personnel File

Based on memo A. H. Belmont to Mr. Boardman 10/18/57, AHB:hlf

OCT 25 1957  
MAIL ROOM

November 8, 1957

PERSONAL

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

I do not want the occasion to pass without expressing my appreciation for the excellent way in which you directed the preparation for the fashion show and luncheon held for guests of the FBI National Academy Associates. You handled this assignment in a most capable fashion which materially contributed to its success.

Sincerely yours,

J. Edgar Hoover

1 - Mr. Belmont (Personal Attention)

ERH:cmt  
(4)  
67-57045



Served as chairman on committee for arrangements for fashion show.

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐

NOV 8 1 08 PM '57  
REC'D-READING ROOM  
FBI



## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. A. H. BELMONT *AM 125*

FROM : MR. J. A. SIZOO *JAS*  
(CHAIRMAN, SUBCOMMITTEE)

SUBJECT: FASHION SHOW AND LUNCHEON  
PRESIDENTIAL ARMS  
NOVEMBER 7, 1957

DATE: November 7, 1957

cc Mr. Belmont  
Administrative  
Division *JAS*

Tolson	_____
Nichols	_____
Boardman	_____
Belmont	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
Nease	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

In connection with the entertainment planned for the wives of National Academy graduates, the luncheon was held today at Presidential Arms. It was also attended by a limited number of clerical employees and wives of FBI Agents. Everyone seemed to enjoy the luncheon and fashion show and many comments were made indicating that the party was a huge success. Such comments as "It was the best luncheon-fashion show I have ever attended", "Everything was just perfect" were made.

A most delicious luncheon was served, and the Fashion Show itself, which was put on by "Inga", local TV personality, was exceedingly well handled and the dresses were ideally selected for the audience. The music provided during the luncheon and fashion show was most appropriate and after the fashion show there was a tremendous round of applause.

The Committee which planned the party consisted of O.H. Bartlett, A. E. Leonard, E. J. Ingram and myself and considerable time and effort were undertaken in making the arrangements. Mr. Bartlett made the outside contacts in connection with locating a place to hold the luncheon, as well as preliminary arrangements for the fashion show. Leonard and Ingram also contributed much to the success of the enterprise and my secretary, [redacted] handled much of the clerical work which was involved in the luncheon and was of considerable assistance. In addition, [redacted] of this Division handled ticket arrangements.

RECORDED - 141

In view of the interest and enthusiasm displayed by the above-named employees toward this endeavor, it is recommended that each be commended by the Director.

JAS:td 11/14/57  
(3)

4 NOV 19 1957

67-57045-323

6 NOV 14 1957

INVESTIGATION

3 cr 5

BEING HANDLED SEPARATELY  
ACTIVE IN OTHER ASSIGNMENTS

January 3, 1953

PERSONAL

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

In the recent past a number of nonsubstantive errors were discovered in official communications reviewed and approved by you and you were remiss in failing to review these items of correspondence with sufficient thoroughness.

In the future it will be necessary for you to review Bureau mail more carefully and with closer attention to detail so that delinquencies of this type can be eliminated.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

C7-

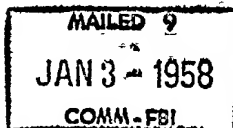
1 - Mr. Belmont (Personal Attention)

1 - Domestic Intelligence Division, Personnel File

JAN:mjs  
(5)

Based on memo A. H. Belmont to Mr. Boardman dated 12-27-57.

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_



RECORDED  
JAN 3 9 00 AM '53  
324  
JAN 6 1958  
ABB:app.

*[Handwritten signatures and initials]*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. L. V. Boardman *LB 1/6/58*

DATE: December 27, 1957

FROM : Mr. A. H. Belmont *AB*

SUBJECT: ERRORS

Tolson	
Boardman	
Belmont	
Mohr	
Nease	
Parsons	
Rosen	
Tamm	
Trotter	
Clayton	
Tele. Room	
Holloman	
Gandy	

In accordance with instructions contained in a memorandum to all Bureau officials and Supervisors dated April 4, 1957, records have been maintained of the errors in correspondence and of the reviewing officials who approve correspondence with nonsubstantive errors contained therein. During the period April 8, 1957, through December 27, 1957, Inspector Joseph A. Sizoo had ten such errors charged against him. A review of the errors reflected that most were typographical and grammatical errors.

I have discussed these errors with Inspector Sizoo and have emphasized the necessity of his reviewing mail even more carefully in the future.

## RECOMMENDATION:

It is recommended that this memorandum be forwarded to the Administrative Division and that a letter of censure be prepared and addressed to Inspector Sizoo.

*over*  
RECORDED - 145

*Let of censure  
to Sizoo  
1/3/58  
29/11/58*

*67-57045-325*

Searched	
Numbered	<i>42</i>
1 JAN 7 1958	
FEDERAL BUREAU OF INVESTIGATION	

3 JAN 7 1958

- 1 - Mr. Boardman
- 1 - Mr. Belmont
- 1 - Mr. Mohr

AHB:mpp

(4) *mpp 29*

8 JAN 8 1958

*3/Jan*

March 11, 1958

PERSONAL

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

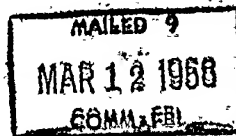
Dear Sizoo:

I am taking this opportunity to express my appreciation for your splendid over-all supervision and guidance of the Bureau's responsibilities in connection with the retrial of Junius Irving Scales, Smith Act subject.

Particularly impressive, I feel, was the intelligent and forthright manner in which you resolved by conferences with officials of the Department the many problems affecting the Bureau's interests which arose during preparation for the retrial of Scales. Congratulations upon a very fine job.

Sincerely,

J. Edgar Hoover



1 - Mr. Belmont (Personal Attention)

LRH:ksr  
(4)  
67-57045

Salutation per Reading Room

8 MAR 21 1958  
MAIL ROOM

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

REC'D - READING ROOM  
MAR 11 3 20 PM '58

326

# 8

## FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

Name of Employee: JOSEPH A. SIZOO

Where Assigned: Domestic Intelligence Front Office  
(Division) (Section, Unit)

Official Position Title: Inspector GS-16

Rating Period: from April 1, 1957 to March 31, 1958

ADJECTIVE RATING: EXCELLENT  
Outstanding, Excellent, Satisfactory, Unsatisfactory

Employee's  
Initials

Rated by:

W. Belmont  
Signature

Assistant  
Director  
Title

4/15/58  
Date

Reviewed by:

J. P. Mohr  
Signature

Assistant Director  
Title

APR 18 1958  
Date

Rating Approved by:

Signature

Title

Date

## TYPE OF REPORT

☒ Official

☒ Annual

☐ Administrative

☐ 60-Day

☐ Transfer

☐ Separation from Service

☐ Special

RECORDED 27

67-57 045-327

Searched

APR 17 1958

INVESTIGATION

APR 30 1958

THREE

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee JOSEPH A. SIZOOTitle InspectorRating Period: from 4/1/57 to 3/31/58

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- ☒ Outstanding (exceeding excellent and deserving of special commendation).  
☒ Excellent.  
☒ Satisfactory (good or very good).  
☒ Unsatisfactory.  
☒ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element be factually justified by narrative detail on reverse of Form FD-185.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
  - Any element rated "Unsatisfactory" must be supported by narrative comments.
  - An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of form FD-185.

- ☒ (1) Personal appearance.  
☒ (2) Personality and effectiveness of his personal contacts.  
☒ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  
☒ (4) Physical fitness (including health, energy, stamina).  
☒ (5) Resourcefulness and ingenuity.  
☒ (6) Forcefulness and aggressiveness as required.  
☒ (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.  
☒ (8) Initiative and the taking of appropriate action on own responsibility.  
☒ (9) Planning ability and its application to the work.  
☒ (10) Accuracy and attention to pertinent detail.  
☒ (11) Industry, including energetic, consistent application to duties.  
☒ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  
☒ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.  
☒ (14) Technical or mechanical skills.  
☒ (15) Investigative ability and results:
  - Internal security cases
  - Criminal or general investigative cases
  - Fugitive cases
  - Applicant cases
  - Accounting cases- Physical surveillance ability.

- ☒ (17) Firearms ability.  
☒ (18) Development of informants and sources of information.  
☒ (19) Reporting ability:
  - Investigative reports
  - Summary reports
  - Memos, letters, wires
 (Consider: conciseness; clarity; organization; thoroughness; accuracy; adequacy and pertinency of leads; administrative detail.)  
☒ (20) Performance as a witness.  
☒ (21) Executive ability:
  - Leadership
  - Ability to handle personnel
  - Planning
  - Making decisions
  - Assignment of work
  - Training subordinates
  - Devising procedures
  - Emotional stability
  - Promoting high morale
  - Getting results- Ability on raids and dangerous assignments:
  - As leader
  - As participant
- Organizational interest, such as making of suggestions for improvement.
- Ability to work under pressure.
- Miscellaneous. Specify and rate:
  - Dictation ability

**Capability for additional responsibility**

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.): Security - administrator

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk man - Inspector - Executive

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)

D. 1. Has employee had an abnormal sick leave record during rating period? No 2. Has employee used more sick leave during rating period than earned during such period? No (If answer to either question is "Yes," explain in narrative comments.)

E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No

If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING: EXCELLENT  
 Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS

*JAS*

JOSEPH A. SIZOO

PART I      GENERAL COMMENTS

As Inspector in Charge of the Internal Security-Liaison Branch of the Domestic Intelligence Division, during the rating period, Mr. Sizoo had direct responsibility for the Internal Security, Subversive Control and Liaison Sections. In addition, he took over the running of the entire Domestic Intelligence Division in the absence of the Assistant Director.

In view of the constantly changing picture in the security field, the responsibilities of Mr. Sizoo have been many and varied, requiring careful judgment, delicate handling, and a thorough and up-to-date knowledge of Bureau policy. In each of these areas Mr. Sizoo has excelled. His approach has been aggressive, yet careful, and has been characterized by alertness and enthusiasm. He seeks responsibility, rather than making any attempt to avoid it. Mr. Sizoo has a wide range of experience in various divisions of the Bureau and is a thoroughly experienced and loyal representative of the Bureau.

On 11/8/57 the Director commended Mr. Sizoo for his part in the handling of guests of the FBI National Academy Associates. A memorandum dated 2/19/58 reflects a highly commendable attitude on his part in performing his regularly assigned duties despite extremely hazardous weather conditions. On 3/11/58 Mr. Sizoo was commended by the Director for his splendid over-all supervision and guidance in connection with the retrial of Junius Irving Scales.

Mr. Sizoo continues to represent the Bureau as alternate on a highly important security committee of the government.

During the rating period it was necessary for the Assistant Director to be away from the Division on official duties a considerable portion of the time. During this time Mr. Sizoo ran the Division in an above-average manner.

I have taken into account the action reflected under item five of this report (Part II), in rating Mr. Sizoo as EXCELLENT.

Employee's  
Initials jas

JOSEPH A. SIZOO

PART II SPECIFIC COMMENTS

1. Justification for any Minus Ratings Given N.A.
2. Experience and Ability as Inspector's Aide N.A.
3. Participation in Informant Programs In an administrative capacity, he has shown excellent results.
4. Testifying Experience and Ability N.A.
5. Disciplinary Action  
On 10/22/57, Mr. Sizoo was censured because of material omitted from a memorandum relating to the retrial of the Los Angeles Smith Act case. On 1/3/58 the Director called his attention to failure to detect nonsubstantive errors in material reviewed by him.
6. Accounting Information N.A.
7. Police Instruction N.A.
8. Sound Training N.A.
9. Resident Agents N.A.
10. Foreign Language Ability French (poor)
11. Current Suitability for Administrative Advancement

Mr. Sizoo is available for any assignment and is interested in administrative advancement. As reflected in this report, he has the ability, experience and attitude to qualify him for further advancement. His present assignment carries heavy responsibilities and his services to the Bureau are highly valuable in his present capacity.

Employee's  
Initials

*JAS*



April 28, 1958

Mrs. Joseph A. Sizoo  
3400 North Peary Street  
Arlington, Virginia

Dear Mrs. Sizoo:

Your excellent assistance in conducting last  
Thursday's Bridge Luncheon in honor of [redacted]  
and [redacted] has been brought to my attention,  
and I did not want to let this occasion pass without expressing  
my deep thanks for your graciousness which contributed so  
much to the success of this event.

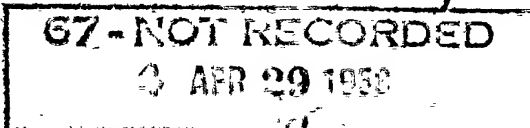
Sincerely yours,

J. Edgar Hoover



NOTE: Bridge Luncheon honoring the wives of two [redacted]

JRH:abs  
(3)



Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Clayton \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐

APR 28 11 56 AM '58  
REC'D-READING ROOM  
FBI

b6  
b7D

# REPORT OF MEDICAL EXAMINATION

1. LAST NAME—FIRST NAME—MIDDLE NAME (Type or print) <u>Sizoo, Joseph Alexander</u>		2. GRADE AND COMPONENT OR POSITION <u>Inspector</u>	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION <u>Annual</u>	6. DATE OF EXAMINATION <u>Mar. 10, 1958</u>
7. SEX <u>M</u>	8. RACE <u>W</u>	9. TOTAL YRS. GOVT. SERVICE MILITARY      CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE
11. ORGANIZATION UNIT		12. DATE OF BIRTH <u>Aug. 28, 1910</u>	
13. PLACE OF BIRTH <u>Minnesota</u>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <u>N.N.W.C.</u>		16. OTHER INFORMATION	

17. RATING OR SPECIALTY

CLINICAL EVALUATION		TIME IN THIS CAPACITY: TOTAL	LAST SIX MONTHS
NORMAL	ABNOR- MAL	(Check each item in appropriate column; enter "N. E." if not evaluated)	

NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)

		18. HEAD, FACE, NECK, AND SCALP
		19. NOSE
		20. SINUSES
		21. MOUTH AND THROAT
		22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)
		23. DRUMS (Perforation)
		24. EYES—GENERAL (Visual acuity and refraction; under items 59, 60, and 61)
<u>NE</u>		25. OPHTHALMOSCOPIC
		26. PUPILS (Equality and reaction)
		27. OCULAR MOTILITY (Associated parallel movements; nystagmus)
		28. LUNGS AND CHEST (Include breasts)
		29. HEART (Thrust, size, rhythm, sounds)
		30. VASCULAR SYSTEM (Varicosities, etc.)
		31. ABDOMEN AND VISCERA (Include hernia)
		32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate if indicated)
		33. ENDOCRINE SYSTEM
		34. G-U SYSTEM
		35. UPPER EXTREMITIES (Strength, range of motion)
		36. FEET
		37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)
		38. SPINE, OTHER MUSCULOSKELETAL
		39. IDENTIFYING BODY MARKS, SCARS, TATTOOS
		40. SKIN, LYMPHATICS
		41. NEUROLOGIC (Equilibrium tests under item 73)
		42. PSYCHIATRIC (Specify any personality deviation)

Females only (Check how done):

43. PELVIC	<input type="checkbox"/> VAGINAL	<input type="checkbox"/> RECTAL
------------	----------------------------------	---------------------------------

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)

O.—Restorable teeth      X.—Missing teeth      (6 X 8).—Fixed bridge, brackets to include abutments.  
I.—Nonrestorable teeth      XXX.—Replaced by dentures

R	X	2	3	4	5	6	7	8	9	10	11	12	13	14	15
I	X	31	X	29	28	27	26	25	24	23	22	21	20	19	18

45. URINALYSIS: SP. GR. <u>1.025</u>			46. CHEST X-RAY (Place, date, film number, result). <u>051069 Neg.</u>		47. SEROLOGY (Specify test used and result) <u>Neg.</u>	
ALBUMIN	SUGAR	MICROSCOPIC				
<u>Neg.</u>	<u>Neg.</u>	<u>Neg.</u>				
48. EKG <u>see #73</u>		49. BLOOD TYPE AND RH FACTOR <u>A</u>		50. OTHER TESTS		

67-57045-328

Searched

Meets Dental Standards

MAY 7 1958

FEDERAL BUREAU OF INVESTIGATION

MEASUREMENTS AND OTHER FINDINGS											
51. HEIGHT 67		52. WEIGHT 156		53. COLOR HAIR Brown PH		54. COLOR EYES Blue		55. BUILD: SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBESE <input type="checkbox"/>		56. TEMP. 97.4	
57. BLOOD PRESSURE (Arm at heart level): 2 2 22 PH						58. PULSE (Arm at heart level): 76					
SITTING SYS. 130 DIAS. 72		RECUM-BENT SYS. 114 DIAS. 72		STANDING (3 min.) SYS. 114 DIAS. 72		SITTING SYS. 114 DIAS. 72		AFTER EXERCISE SYS. 114 DIAS. 72		2 MIN. AFTER. SYS. 114 DIAS. 72	
59. DISTANT VISION RIGHT 20/ 20 CORR. TO 20/ 20 LEFT 20/ 40 CORR. TO 20/ 20				60. REFRACTION BY S. CX BY S. CX				61. 62m NEAR VISION 20-7 CORR. TO BY 20-8 CORR. TO BY			
62. HETEROPHORIA: (Specify distance) ES° EX° R. H. L. H. PRISM DIV. PRISM CONV. PC PD											
63. ACCOMMODATION RIGHT LEFT				64. COLOR VISION (Test used and result) 1946 AOC 18 X 18				65. DEPTH PERCEPTION (Test used and score) UNCORRECTED CORRECTED			
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS		69. INTRAOCULAR TENSION	
70. HEARING RIGHT WV 15 SV 15 LEFT WV 15 SV 15		71. AUDIOMETER 250 500 1000 2000 3000 4000 8000 RIGHT 15 15 15 15 15 15 15 LEFT 15 15 15 15 15 15 15						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)			

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

EKG 3-12-58

1. T-wave changes suggestive of antero-lateral ischemia. Since 9/27/57
2. SL, S2, S3 pattern
3. Suggest repeat ECG

EKG 3-15-58

1. T-wave changes of left ventricular ischemia persist without change since 3/16/58.
2. Clinical cardiac evaluation is indicated.

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

77. EXAMINEE (Check)  
☒ IS QUALIFIED FOR Strenuous Physical Exertion and use of Firearms.  
☐ IS NOT

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

G. R. JOHNSTON, CAPT, MC, USN

80. TYPED OR PRINTED NAME OF PHYSICIAN

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

S/

SIGNATURE

SIGNATURE

S/

SIGNATURE

76. PHYSICAL PROFILE

P	U	L	H	E	S

PHYSICAL CATEGORY

A	B	C	E

NUMBER OF ATTACHED SHEETS

TO: Cardiology FROM: Staff Clinic DATE OF REQUEST: 17 March 1958

## REASON FOR REQUEST:

During annual physical examination 3-10-58, this F.B.I. S.A. was reported to have T-wave changes, a repeat ECG 3-14-58 reported the same T-wave changes and recommended cardiac evaluation. Enclosure has some tracings 1952-1957.

## PROVISIONAL DIAGNOSIS:

Physical Examination

## DOCTOR'S SIGNATURE:

b6

S/

## CONSULTATION REPORT

4 April 1958

This 47 year old man has had no symptoms referable to his cardiovascular system. He has been normally active, swimming every summer without any symptoms. His past and family history is non-contributory. He is referred in because of abnormal T-wave changes found on routine annual electrocardiogram.

Physical Examination - reveals a well-developed, well-nourished, healthy appearing male of 47 who appears much younger. The optic fundi revealed slight arteriolar narrowing, slight increase in arteriolar reflex strip and equivocal A-V crossing changes. The blood pressure in the right arm is 160/90 and slightly higher in the right leg. Peripheral pulses are all equal and of good volume without abnormality. There is slight neck vein pulsation and slightly positive hepato-jugular reflux. There was no edema or hepatic enlargement, and the lungs were clear. The heart was not enlarged clinically. The heart sounds were normal. No gallops or murmurs were heard. The 2nd sound was of normal intensity and split.

Fluoroscopic examination disclosed the heart shadows to be within normal limits. There was no great vessel abnormality. There was 1+ posterior displacement of the esophagus, by the left atrium, and the left ventricle appeared minimally enlarged posteriorly.

His electrocardiograms on file from 1948 to the present have shown slight decrease in voltage over the antero-lateral cardiac surface. In the tracing of 1957 there was definite inversion of the T-wave in lead I, AVL and V5 and 6 which is slightly more prominent on the 2 tracings taken in 1958 (3-5-58 and 4-4-58).

ENCLOSURE 7-60045-328

Statistically coronary artery disease is the most likely cause of the T-wave abnormality in this 47 year old male. In the absence of symptoms or other objective findings of heart disease, no therapy or change in mode of living appears indicated. He was advised to keep his weight down and reduce his weight intake. Moderate physical activity was encouraged. His blood pressure was borderline. It was suggested that this be rechecked in 6 months. If the levels rise, some mild hypotensive agent should probably be instituted.

Impression: Abnormal electrocardiogram without other definite evidence of cardiovascular disease.



b6

PATIENT'S IDENTIFICATION:

Sizoo, Joseph Alexander  
USNH, BETHESDA, MD.

F.B.I.

WARD NO.

Staff Clinic

ENCLOSURE 17-57045-328

5100, Joseph Alexander

ATTACHMENT TO STANDARD FORM 88  
(Revised July 25, 1956)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67
3	68
11	69
14	71 (Item 71, audiometer examinations,
17	should be afforded whenever possible.)
62	
65	72

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X-ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee 15 qualified for strenuous physical exertion. (Designate which)  
(is or is not)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms? ☐ Yes ☒ No

2. Does examinee have any defects prohibiting safe operation of motor vehicles?  
☐ Yes ☒ No

If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND HEARING BE COMPLETED IN DETAIL.

(Signature of Medical Examiner)

APR 7 1958

(Date)

328

~~SECRET~~

EXEMPTED FROM AUTOMATIC  
DECLASSIFICATION  
AUTHORITY DERIVED FROM:  
FBI AUTOMATIC DECLASSIFICATION GUIDE  
EXEMPTION CODE 25X(1)

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED EXCEPT  
WHERE SHOWN OTHERWISE

## Office Memorandum

DATE 02-15-2011

Per OGA letter  
dated 2/7/11.

3 GOVERNMENT

TO : MR. L. V. BOARDMAN

DATE: June 18, 1958

FROM : MR. A. H. BELMONT

SUBJECT: PHILIPPINE POLITICAL ACTIVITIES  
INTERNAL SECURITY (PHILIPPINE ISLANDS)

Tolson  
Boardman  
Belmont  
Mohr  
Nease  
Parsons  
Rosen  
Tamm  
Trotter  
Clayton  
Tele. Room  
Holloman  
Gandy

By radiogram dated June 17, 1958, SAC Honolulu forwarded

information received from [redacted] Referral/Consult

This information concerned [redacted]

The Director requested explanations with regard  
to our handling of this information and why it was not disseminated prior to the morning  
of June 18, 1958.

D. E. Moore

b1

Referral/Consult

(S) This information was carefully analyzed by the Domestic Intelligence Division  
(S) and it was our feeling that the Bureau would be in a vulnerable position disseminating  
partial information received from [redacted] Referral/Consult b1 and the  
[redacted] with full information were hesitant to disseminate it. We do  
(S) not know the purpose of [redacted] Referral/Consult b1

We also were not certain what was  
meant about [redacted] Referral/Consult and felt that with the limited information  
[redacted] might permit the Bureau to be  
accused of endangering the life of some individual, if this is actually the case. In view  
of these factors, we felt that Honolulu should be advised to inform [redacted] Referral/Consult  
[redacted] that he should furnish the information to his headquarters in Washington for  
their decision as to dissemination. It is noted that subsequently on June 17, 1958,  
Honolulu advised by radiogram that [redacted] Referral/Consult was disseminating  
[redacted] Referral/Consult b1 channels. We felt this is the  
proper way this should have been done in the first place.

(S) DEM:mn

cc - Mr. J. P. Mohr  
Mr. L. V. Boardman  
Mr. A. H. Belmont

(4)

4 JUN 1958 SECRET

RECORDED

100-329  
J. A. Sizoo  
J. A. Sizoo  
6/19/58  
JUN 23 1958

1 Auto Copy THREE  
6-25-58

~~SECRET~~ D

D

Belmont to Boardman (6-18-58)  
re: PHILIPPINE POLITICAL ACTIVITIES

RECOMMENDATION:

While the foregoing was our reasoning in connection with the handling of the information from Honolulu, it is now recognized that despite these views, we did have the information in our possession and should have either disseminated the information or immediately called our views to the attention of the Director so he could pass on this question. Instead of doing this, we prepared a memorandum with attached radiogram to Honolulu based on the premise that no dissemination would be made by the Bureau. It is recognized this was improper and in my absence Inspector D. E. Moore made the decision in this matter. In view of the failure of the Division to properly handle this matter, it is recommended that a letter of censure be directed to Moore.

*yes. H.*

ADDENDUM (J. A. Sizoo):

I participated in the decision as to the action to be taken in this matter yesterday, 6/17, acting in the absence of Mr. Boardman. I am also responsible for failure to have action taken on this matter on 6/17/58, and should also be censured.

*gar* *HB* *gar* *✓* *2 yes.*

*Certainly in a matter of such decision I should have been consulted before a "do nothing" policy was adopted.*

*X*

~~SECRET~~



June 19, 1958

PERSONAL

Mr. Joseph A. Sizoo  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Sizoo:

I have noted that on June 17, 1958, you participated in a decision concerning the handling of certain information relative to alleged improper activities abroad of American citizens and you were remiss in failing to demonstrate an awareness of all of the ramifications of this situation. Before a certain course of action was adopted you should have recognized the need to present the matter for appropriate consideration and you were at fault in not having this done.

Hereafter I shall expect you to manifest greater foresight and perception in carrying out your official responsibilities so that no other occasion will arise to criticize you.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

RECORDED - 142

- 1 - Mr. Belmont (Personal Attention)  
1 - Domestic Intelligence Division Personnel File

Based on memo Mr. Belmont to Mr. Boardman 6-18-58 DEM:mn.

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Clayton \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
andy \_\_\_\_\_

MAIL ROOM ☐

MAILED 9  
JUN 19 1958  
COMM-FBI

REC'D-READING ROOM  
FBI

FEDERAL BUREAU OF INVESTIGATION  
FOIPA  
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 4

Page 52 ~ Duplicate

Page 53 ~ Duplicate

Page 54 ~ Duplicate

Page 55 ~ Duplicate